



Legislation Details (With Text)

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**Title:** CONSIDER APPROVAL OF AMENDMENT NO. 4 TO AN AGREEMENT WITH KELLY ASSOCIATES MANAGEMENT GROUP, LLC TO EXTEND THE CONTRACT FOR 12 MONTHS AT NO ADDITIONAL COST TO THE CITY (CITY COUNCIL)

**Sponsors:** Community Services

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit No. 1 - Contract with Kelly Associates - Excuted.pdf, 2. Exhibit No. 2 - Amendment No. 1.pdf, 3. Exhibit No. 3 - Amendment No. 2.pdf, 4. Exhibit No. 4 - Amendment No. 3.pdf, 5. Exhibit No. 5 - Proposed Amendment No. 4.pdf, 6. File Summary

Date	Ver.	Action By	Action	Result
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**Report to Mayor and City Council**

Tuesday, July 03, 2018

Consent

**SUBJECT:**

**CONSIDER APPROVAL OF AMENDMENT NO. 4 TO AN AGREEMENT WITH KELLY ASSOCIATES MANAGEMENT GROUP, LLC TO EXTEND THE CONTRACT FOR 12 MONTHS AT NO ADDITIONAL COST TO THE CITY (CITY COUNCIL)**

**I. SUMMARY**

Staff is requesting an extension for the Consultant’s contract to allow additional time for the verification the traffic and noise levels generated by new development. This verification is being completed by a neutral third party consultant. Therefore, staff is requesting the Council to approve Amendment No. 4 to extend the contract term through June 30, 2019 with no increase to the contract amount.

**II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE Amendment No. 4 to the contract with Kelly Associates Management Group,

LLC, extending the term through June 30, 2019 at no additional cost to the City.

3. AUTHORIZE the Mayor to execute the amendment, following approval as to form by the City Attorney.

### **III. ALTERNATIVES**

TAKE any other action the City Council deems appropriate that is consistent with the requirements of law.

### **IV. BACKGROUND**

On November 1, 2016, the City and the Consultant entered into an agreement to initiate the process for developing City's first ever Development Impact Fees ("DIF"). The City Manager authorized this agreement under his contracting authority for \$24,000.00. After initial discussions with the Consultant, staff determined adoption of the DIF was not possible without the benefit of an updated General Plan which identifies future land uses and needed infrastructure. The expected date of completion of the General Plan is fall of 2019.

On July 18, 2017, the City Council approved the first amendment to the Agreement between the City and Kelly Associates Management Group LLC. ("Consultant") (Exhibit Nos. 1 & 2). The first amendment increased the contract by \$10,000.00 to a total amount not-to-exceed \$34,000.00 and extended the contract through October 18, 2017. On August 1, 2017, the City Council approved the second amendment to the Agreement between the City and Consultant (Exhibit No. 3). The second amendment increased the contract by \$10,000.00 to a total amount not-to-exceed \$44,000.00. On November 6, 2017, the City Council approved the third amendment to the Agreement for additional work necessary to complete an effective and updated Interim Development Impact Fee. The third amendment added an additional \$20,000.00 to the contract amount for a total of \$64,000.00 and extended the contract through June 30, 2018 (Exhibit No. 4). The City Attorney advised staff that additional traffic and noise verification studies would be desirable. These studies are being performed by another consultant with expertise in these areas. Once the studies are completed, Kelly Associates can then complete the DIF study for review and consideration by the City Council. The fourth amendment is requesting the City Council to extend the contract by 12 months to allow completion of the work (Exhibit No. 5).

### **V. FISCAL IMPACT**

The fourth amendment extends the contract term to June 30, 2019 with no additional scope of work and cost.

### **VI. EXHIBITS**

1. Contract with Kelly Associates. (pgs. 3-17)
2. Amendment No. 1 to Contract with Kelly Associates. (pgs. 18-22)
3. Amendment No. 2 to Contract with Kelly Associates. (pgs. 23-27)
4. Amendment No. 3 to Contract with Kelly Associates. (pgs. 28-36)
5. Proposed Amendment No. 4 to Contract with Kelly Associates. (pgs. 37-41)

Prepared by: Saied Naaseh, Community Development Director