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**Title:** CONSIDER APPROVING A SOLE SOURCE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF CARSON AND TERRY RODRIGUE FOR CONTINUATION OF ONGOING PROJECTS (CITY COUNCIL)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit no 1 Contract Services Agreement - Terry Rodrigue

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

Tuesday, April 20, 2021

Consent

**SUBJECT:**

**CONSIDER APPROVING A SOLE SOURCE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF CARSON AND TERRY RODRIGUE FOR CONTINUATION OF ONGOING PROJECTS (CITY COUNCIL)**

**I. SUMMARY**

On June 22, 2020, the City and Interwest Consulting Group, Inc. (Interwest) entered into a service agreement to provide management and advisory services for the City that included having Jim Ross, an Interwest employee and former municipal Public Works Director for two decades, serve as Interim Director for the Public Works department while the City recruited for a permanent Public Works Director; and having Terry Rodrigue, President of Interwest, provide strategic and organization review of the City’s contract and invoicing processes.

The Interwest agreement was first amended to extend its term as the recruitment for a Public Works Director had not yet concluded and amended a second time, when time was of the essence, to enable a seasoned grant professional with a parks and recreation background from Interwest assist the City with Proposition 68 grant applications. The third amendment enabled Terry Rodrigue to provide additional organizational review and technical services to assist the newly hired Director of Public Works. The consultant, Terry

Rodrigue, now has terminated his legal affiliation with Interwest Consulting Group, Inc.

Staff is seeking the approval of the agreement (Exhibit No. 1) to allow the consultant, Terry Rodrigue, to provide the City with continued, uninterrupted services already commenced under the Interwest Consulting Group Inc., Agreement for an amount not to exceed \$60,000, which is the remaining balance on the Interwest contract. If the City Council approves this agreement, staff will unencumber the remainder of the funds in the Interwest Consulting Group, Inc. Purchase Order and close out that contract.

## **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE an Agreement with Terry Rodrigue to continue to provide services to the City of Carson for an amount not to exceed \$60,000.
2. AUTHORIZE the Mayor or authorized designee to execute the agreement, following approval as to form by the City Attorney.

## **III. ALTERNATIVES**

TAKE any other action the City Council deems appropriate.

## **IV. BACKGROUND**

On June 22, 2020, the City and Interwest Consulting Group, Inc. (Interwest) entered into a service agreement to provide the City management and advisory services, including having Jim Ross, an Interwest employee and former Public Works Director for two decades, serve as Interim Director for the Public Works department while the City recruited for a permanent Public Works Director; and having Terry Rodrigue, President of Interwest, provide strategic and organization review of the City's contract and invoicing processes. The Interwest agreement was amended as follows:

- Amendment No. 1 on July 21, 2021 in the amount of \$65,000 to extend the term to November 14, 2020 to enable the City to continue to use Jim Ross in the position of Interim Public Works Director until the recruitment for the permanent Director was concluded.
- Amendment No. 2 on October 6, 2020 in the amount of \$50,000 to conduct Public Outreach, coordinate the community design process and perform turnkey grant writing for Foisia Park and Carriage Crest Park Proposition 68 grant application.
- Amendment No. 3 in the amount of \$85,000 for Public Works oversight and organizational review and technical services by Terry Rodrigue.

The consultant, Terry Rodrigue, the founder and President of Interwest and the lead on the remaining work being performed under the Interwest agreement, has sold Interwest and terminated his legal affiliation with them. The City Manager has determined that the

continued and uninterrupted services already commenced by Terry Rodrigue under the Interwest agreement are needed by the City, thereby satisfying the sole source requirement under Section 2611(e) of the City Municipal Code.

Staff is seeking the approval of the agreement (Exhibit No. 1) to allow the consultant, Terry Rodrigue, to provide the City with continued, uninterrupted services already commenced under the Interwest Agreement for an amount not to exceed \$60,000, which is the remaining balance on the Interwest contract. If the City Council approves this agreement, staff will unencumber the remainder of the funds in the Interwest Purchase Order and close out the contract.

## **V. FISCAL IMPACT**

There is no fiscal impact to the General Fund. Budget already exists in the Fiscal Year 2020-2022 adopted budget.

## **VI. EXHIBITS**

Exhibit No. 1 Service Agreement.

Prepared by: Tarik Rahmani, Finance Director