



CITY OF CARSON

Legislation Text

File #: 2018-707, Version: 1

Report to Mayor and City Council

Tuesday, September 18, 2018

Consent

SUBJECT:

**APPROVE CONTRACT AMENDMENT NO. 2 TO THE NORMAN A. TRAUB
ASSOCIATES CONTRACT (CITY COUNCIL)**

I. SUMMARY

Effective July 1, 2015, the City entered into a three-year contract services agreement with Norman A. Traub and Associates (Exhibit 1) to provide employee relations investigation services to the City of Carson. At this time it is necessary to extend the term to July 31, 2018, and to increase the amount of the contract by \$50,769.05. The contract amendment is being presented to the City Council for approval (Exhibit 2).

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE amendment No. 2 of the contract with Norman A. Traub and Associates.
2. AUTHORIZE the Mayor to execute the contract amendment to the Norman A. Traub and Associates contract.

III. ALTERNATIVES

The City Council may take any other action deemed appropriate.

IV. BACKGROUND

Effective July 1, 2015, the City entered into a three-year contract services agreement with Norman A. Traub and Associates to provide employee relations investigation services in the amount not to exceed \$24,000.00. At the recommendation of City Attorney's office, due to an unexpected high volume of Human Resources staff concerns that resulted in employee relations investigations, the contract amount of \$24,000 was exceeded.

The contract was amended in January of 2017, to increase the contract amount by \$85,000 to a total of \$109,000 to pay outstanding invoices for services already provided by Norman Traub and Associates.

Since that time, the City has utilized the services of Norman Traub and Associates for additional employee relations investigation services. This use has resulted in additional invoices exceeding the contract amount. At this time, it is necessary to amend the contract and increase the amount by \$50,769.05, to pay outstanding invoices for services rendered to date for a grand total of \$159,769.05. As a result, the contract amendment is being presented to the City Council for approval.

V. FISCAL IMPACT

Funds for these services were included in the FY 2017/18 and FY 2018/19 budgets.

VI. EXHIBITS

1. Contract with Norman A. Traub Associates (pgs. 3 -12)
2. Contract Amendment No. 1 (pgs. 13 -16)
3. Contract Amendment No. 2 (pgs. 17- 20)

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