



DATE: June 22, 2021

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Amend Professional Services Agreement with CSG Consultants, Inc., for Construction Engineering Services**

RECOMMENDATION

Authorize the City Manager to amend the existing professional services agreement with CSG Consultants, Inc., for an additional \$100,000 to provide construction engineering services in a not-to-exceed amount of \$200,000.

BACKGROUND AND ANALYSIS

In recent years, to keep pace with increasing development and construction activity, the Public Works Department has contracted with engineering firms for land development-related plan checking and construction engineering services. Contracting for outside services allows staff the flexibility to manage the development and construction workload as it fluctuates. Consultants have been necessary to maintain standard turnaround times for plan check and inspection services, which satisfies the customer service level that is expected by the City's businesses and developers and meets requirements under State law.

On February 8, 2021, the City entered into an agreement with CSG Consultants, Inc. (CSG), in the amount of \$100,000 to provide construction management and inspection services for development projects. The agreement funding will soon be expended. Staff has evaluated the anticipated development and construction workload and determined assistance continues to be required. Staff recommends increasing the CSG contract by \$100,000 for additional construction engineering services for a total not-to-exceed amount of \$200,000. The recommended increase will allow the Public Works Construction Engineering Section to continue to provide the high quality of development reviews and inspections in the time frames required as the development workload continues at a high level.

FISCAL IMPACT

The Fiscal Year 2020-21 Adopted Budget allocated limited-period funding of \$450,000 from the Development Services Fund for consultant support in the Land Development Engineering Section. Of this amount, approximately \$277,000 has been encumbered for engineering services with \$173,000 remaining that will not be needed by the Land Development Engineering Section. The additional funding requested for the CSG contract is for the Construction Engineering Section to provide construction management and inspection services for development projects, which is also funded out of the Development Services Fund. With the remaining limited-period funding of \$173,000, there is sufficient funding for the recommended contract amendment for the CSG agreement to add \$100,000 for a total not-to-exceed amount of \$200,000.

ALTERNATIVES

1. Do not authorize the agreement amendment to provide construction engineering services for development projects.
2. Provide other direction.

PUBLIC NOTICING – Agenda posting.

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EA/EP/6/CAM
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