



DATE: June 6, 2017

CATEGORY: Consent

DEPT.: Community Development

TITLE: **Professional Services Contract with Michael Baker International**

RECOMMENDATION

Authorize the City Manager, or his designee, to enter into a professional services contract with Michael Baker International for planning services from July 1, 2017 through June 30, 2018, for a total contract amount of \$260,000.

BACKGROUND

The Planning Division currently has a number of staff vacancies requiring consultant assistance to help manage the existing workload. The Division is in the process of recruiting to fill these vacancies. The Division currently has a contract, valid through June 30, 2017, with Michael Baker International for the provision of planning services to assist with the processing of development applications.

ANALYSIS

While the City is actively recruiting planners to fill vacancies, the Division is still in need of assistance to process development applications in a timely manner, as required by State law.

FISCAL IMPACT

Salary savings will be used as the funding source for this contract as the Planning Division has a number of staff vacancies.

ALTERNATIVES

1. Do not authorize the contract.
2. Provide other direction to staff.

PUBLIC NOTICING – Agenda posting.

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TB/7/CAM
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