



COUNCIL REPORT

DATE: June 23, 2026
CATEGORY: Consent
DEPT.: Information Technology
TITLE: **Professional Services Agreement for Land Management Assessment Advisory Services**

RECOMMENDATION

Authorize the City Manager or designee to execute an amendment to the professional services agreement with Plante Moran, CPAs, P.C, for Land Management System advisory services, including request for proposal development, vendor selection support, and contract and statement of work advisory services, increasing compensation by \$174,955 for a total not-to-exceed amount of \$397,604.

BACKGROUND

On July 8, 2025, the City and Plante Moran entered into an agreement to provide Land Management Assessment Services. These services were designed to assess the City's land development and permitting processes and technology needs across multiple City Departments and Divisions to identify a strategy for evaluating and acquiring new land management system (LMS) technology.

The Land Management Assessment Services included the following phases:

- Phase 1: Project Initiation & Planning Activities – Completed November 2025
- Phase 2: Needs Assessment & Process Definition – Completed May 2026

Key outcomes of Phase 1 and 2 included:

- Evaluate the permitting/land management process journey and identify the interactions between stakeholders in the process.
- Identify current and future methods for the agency to manage and monitor service delivery performance.

- Recognize process and transparency expectations of external (customers) and internal (staff) stakeholders.
- Uphold agency professionalism, integrity, and customer service standards.
- Identify key solution capabilities necessary to satisfy the City's unique business needs

ANALYSIS

The proposed amendment expands Plante Moran's role in supporting the City's LMS project to include LMS vendor selection and contract advisory services. The additional scope consists of two phases:

- Phase 3: Development of a Request for Proposal and vendor selection support services
- Phase 4: Contract negotiation and Statement of Work (SOW) advisory services

Under this expanded scope, Plante Moran will partner with City staff to support a collaborative and accountable procurement process, assist with vendor evaluation and selection, and provide independent advisory services during contract and SOW negotiations to help position the City for a successful LMS implementation.

FISCAL IMPACT

Funding for Land Management System assessment, procurement, and advisory services is included in Capital Improvement Program Project 11-18, which was established for the acquisition and implementation of a new LMS. The proposed amendment would increase the professional services agreement with Plante Moran, CPAs, P.C., by \$174,955, resulting in a total-not-to-exceed contract amount of \$397,604.

Project 11-18 currently has an available balance of approximately \$1,083,200, which is sufficient to fund the recommended amendment. No additional appropriation is required.

LEVINE ACT

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a "license, permit, or other entitlement for use" if the official has received a campaign contribution exceeding \$500 from a party, participant, or agent of a party or participant within the last 12 months. The Levine Act is intended to prevent financial influence on decisions that affect specific, identifiable persons or participants. For more information see the Fair Political Practices Commission website: www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html

Please see below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

SUBJECT TO THE LEVINE ACT

Material contract modification or amendment

ALTERNATIVES—Provide other direction to staff.

PUBLIC NOTICING—Agenda posting.

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