



## Legislation Text

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**File #:** 15-1447, **Version:** 1

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### Resolution to Approve Amendment No. 2 to Carlisle/Wortman Professional Services Agreement for Planning Services

The City has contracted with Carlisle/Wortman since the retirement of the City's Planning Manager to provide technical assistance to city planning staff on complex planning projects, to keep up with work load demands, and provide necessary support to the City's Planning Commission. The City originally entered into a not to exceed \$25,000 contract for these services. Thereafter City Council approved Amendment No. 1 to the contract (R-15-303) to increase the contract amount by \$60,000 to a total not to exceed amount of \$85,000 to provide for the continuation of these services while the City proceeds with hiring a planning manager.

To better serve the public while the hiring process for a planning manager continues it has been necessary to revise services and staffing provided by Carlisle/Wortman and its coordination with City staff.

**Budget/Fiscal Impact:** No additional funds are being requested for these services.

Carlisle/Wortman complies with the requirements of the City Non-discrimination and Living Wage Ordinances.

Amendment No. 2 to the Planning Services is recommended for approval.

Prepared by: Mary Joan Fales, Senior Assistant City Attorney

Reviewed by: Larry Collins, Interim Community Services Area Administrator

Approved by: Tom Crawford, Interim City Administrator

Whereas, The City needs consulting planning services to assist City staff due to the retirement of the Planning Manager and will continue to need these services until a new Planning Manager is hired;

Whereas, The City has contracted with Carlisle/Wortman for planning services and has continued to assess the technical assistance needed both by city planning staff on complex planning projects and to keep up with the current work load demands;

Whereas, Carlisle/Wortman has performed the needed services to-date satisfactorily;

Whereas, As the City continues its hiring search for a new Planning Manager and after review of the current services being provided it is necessary to revise the scope of services and staffing support provided by Carlisle/Wortman to better address the City's current work load demands;

Whereas, City Council previously approved funding for these services is anticipated sufficient to meet the cost of services; and

Whereas, Carlisle/Wortman complies with the requirements of the City's Non-discrimination and Living Wage ordinances;

RESOLVED, That City Council approve Amendment No. 2 to the contract with Carlisle/Wortman for consulting planning services;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the above Amendment subject to approval as to substance by the Interim City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the Interim City Administrator is authorized to take all necessary actions to implement this Resolution.