



# City of Morgan Hill

## Legislation Text

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## **CITY COUNCIL STAFF REPORT**

### **MEETING DATE: JANUARY 18, 2017**

PREPARED BY: Charlie Ha, Associate Engineer/Development Services - Engineering  
APPROVED BY: City Manager

## **APPROVE FIRST AMENDMENT TO PROFESSIONAL SERVICE AGREEMENT WITH HARRIS & ASSOCIATES FOR LAND DEVELOPMENT REVIEW**

### **RECOMMENDATION(S)**

Adopt resolution:

1. Approving an amendment to the City's fiscal year 2016-2017 annual budget in the Community Development Fund (Fund 206) to appropriate \$25,000; and
2. Approve and authorize the City Manager to execute a First Amendment to the Agreement with Harris & Associates for Development Review Services for a revised not-to-exceed fee of \$65,000.

### **COUNCIL PRIORITIES, GOALS & STRATEGIES:**

#### **Ongoing Priorities**

Maintaining fiscal responsibility

### **REPORT NARRATIVE:**

On July 19, 2016, the City Manager executed a professional services agreement with Harris & Associates for land development services in the amount of \$40,000. Harris & Associates plays a vital role augmenting land development engineering staff in the timely processing of development applications. The current contract limit is insufficient to cover the services anticipated through the end of the contract period. The land development team estimates that an additional \$25,000 will be sufficient to pay for services through the June 30, 2017 contract term.

Currently, development activity is quite strong and the need for contract services to assist staff in processing development applications is a necessity. By adding the recommended additional amount of \$25,000, the new contract not to exceed amount is \$65,000.

### **COMMUNITY ENGAGEMENT: Inform**

This report serves to inform the community of the recommended action.

### **ALTERNATIVE ACTIONS:**

The Council could decide not to approve the increase in the contract. This is not recommended as the services are needed to process applications.

**PRIOR CITY COUNCIL AND COMMISSION ACTIONS:**

None

**FISCAL AND RESOURCE IMPACT:**

Development review services will require an additional \$25,000 to be appropriated from the Community Development Fund 206. Services rendered by Harris & Associates are paid for by developer fees. A budget scorecard is attached.

**CEQA (California Environmental Quality Act):**

Not a Project

**LINKS/ATTACHMENTS:**

1. Resolution
2. Resolution Exhibit A - Score Card
3. Resolution Exhibit B - First Amendment to the Service Agreement for Design Professionals, Harris and Associates
4. Exhibit A to Service Agreement