



Legislation Text

File #: 19-523, **Version:** 1

Resolution approving a First Amendment to the consulting services agreement with the Metropolitan Planning Group of Campbell, California for staff augmentation services in an amount not to exceed \$60,000, authorizing the City Manager to execute the agreement, and authorizing a budget of \$190,000.

WHEREAS, the City of South San Francisco (City) has identified the ongoing need to supplement Planning Division staffing to ensure a continued high-quality customer service environment; and

WHEREAS, the City issued a Request for Proposals (RFP) for Professional Services on July 20, 2017, received two qualified proposals, and interviewed all proposing consultants on August 4, 2017; and

WHEREAS, based on the interviews and the qualifications submitted, and the successful partnership between the City and the Metropolitan Planning Group, this consultant demonstrated it has the staffing availability and expertise to provide the staff augmentation services that will support the City's mission for customer oriented service and timely entitlement review; and

WHEREAS, the City and the Metropolitan Planning Group executed a consulting services agreement for Fiscal Year 2018-2019 in an amount not to exceed \$130,000 and expiring on July 1, 2019; and

WHEREAS, based on additional scope of work and needs by the City, a First Amendment to the executed consulting services agreement is proposed in an amount not to exceed \$60,000 and extending the term of the agreement through December 31, 2019.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South San Francisco that the City Council hereby approves a First Amendment to the consulting services agreement, attached hereto as Exhibit A, with Metropolitan Planning Group (DBA M-Group) of Campbell, California in an amount not to exceed \$60,000, conditioned on the timely execution of the consulting services agreement and submission of all required documents, including but not limited to, certificates of insurance and endorsements, in accordance with the Project documents.

BE IT FURTHER RESOLVED that the City Council of the City of South San Francisco authorizes the Finance Department to establish the Project budget consistent with the information contained in the staff report.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute the agreement and any

other related documents on behalf of the City upon timely submission by Metropolitan Planning Group of signed contract and all other documents, subject to approval as to form by the City Attorney.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to take any other required actions consistent with the intent of this resolution that do not materially increase the City's obligations.

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