



STAFF REPORT

7/9/2024

AGENDA ITEM

**TO: HONORABLE MAYOR
AND MEMBERS OF THE CITY COUNCIL**

**FROM: CARLO TOMAINO
CITY MANAGER**

**BY: SHARON DEL ROSARIO
ADMINISTRATIVE SERVICES OFFICER/FINANCE DIRECTOR**

SUBJECT: CONTRACT AMENDMENT REGISTER DATED JULY 9, 2024

Summary:

The Contract Amendment Register is a listing of proposed contract amendments and project change orders eligible for streamlined processing based upon the following criteria as documented in the City's Purchasing Policy:

- The City Council authorized funds with the adopted fiscal year Operating Budget;
- Staff are satisfied with the goods/services received to date; and
- The City Manager reviewed and approved each amendment for streamlined processing.

There are two contract amendments being presented for City Council consideration as follows:

- 1) Bureau Veritas Technical Assessments Limited Liability Corporation: Professional consulting services for a term of six months from the date established in the notice to proceed, with the original agreement term from January 10, 2024 through July 10, 2024. The proposed First Amendment would extend the term by 90 calendar days through October 8, 2024.
- 2) KOA Corporation: Professional engineering and design services. The proposed Third Amendment would extend the term by 180 calendar days through January 7, 2025.

Strategic Plan Goal(s):

Goal No.1 Financial Stability: Ensure the City's long-term financial stability and resilience.

Recommendation:

Authorize the Contract Amendment Register dated July 9, 2024.

Fiscal Impact:

The City Council has authorized funding as part of the adopted FY 2023-2024 and FY 2024-2025 Operating Budgets related to the proposed contract amendments.

Attachments:

- A. Contract Amendment Register
- B. Bureau Veritas Technical Assessments LLC - First Amendment
- C. KOA Corporation - Third Amendment