

Memorandum

REPORT TO: City Commission

FROM: Kellen Gamradt, Engineer II

SUBJECT: Authorize the City Manager to Sign Amendment 4 to the Professional Services Agreement for the Field Survey Term Contract with Sanbell, to Facilitate Design of Upcoming Capital Improvements Projects

MEETING DATE: December 3, 2024

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Approve and Authorize the City Manager to Sign Amendment 4 to the Professional Services Agreement for the Field Survey Term Contract with Sanbell to Facilitate Design of Upcoming Capital Improvements Projects

STRATEGIC PLAN: 2.2 Infrastructure Investments: Strategically invest in infrastructure as a mechanism to encourage economic development.

BACKGROUND: Attached is a copy of the contract amendment with Sanderson Stewart. This amendment will add survey on South Grand Avenue, East Main Street, and East Harrison Street as described in the attached scope of work and payment schedule. These surveys will be used by the City's Engineering Department for the design of upcoming sewer renovations projects and will add work to our existing survey contract. Staff has reviewed the amendment and found it to be commensurate with the work involved.
[Professional Services Agreement - Sanderson Stewart - Capital Improvement Projects Field Survey \[EXTERNAL PDF\]](#)

UNRESOLVED ISSUES: None

ALTERNATIVES: As Suggested by the Commission

FISCAL EFFECTS: If approved, this amendment will increase the fee on a time and materials basis with a cost not to exceed amount of \$21,000 from \$104,466.00 to \$125,466.00. This will be paid for from City's annual wastewater pipe replacement fund (WW07).

Attachments:

[PSA Amendment No 4.docx](#)

[Amendment 4 - Scope&Fee.pdf](#)

Report compiled on: November 15, 2024