

Memorandum

REPORT TO: City Commission

FROM: Kellen Gamradt, Engineer II
Shawn Kohtz, Director of Utilities

SUBJECT: Authorize the City Manager to Sign Amendment 7 to the Professional Services Agreement for the Field Survey Term Contract with Sanbell, to Facilitate Design of Upcoming Capital Improvements Projects

MEETING DATE: August 5, 2025

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Approve and authorize the City Manager to Sign Amendment 7 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, South 3rd Avenue, and near MDT's property off of Nelson Road 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 water and 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.

UNRESOLVED ISSUES: None

ALTERNATIVES: As Suggested by the Commission

FISCAL EFFECTS: If approved, this amendment will increase the fee on a fixed fee basis with a cost of \$33,260 bringing the total contract amount from \$219,701.00 to \$252,961.00. Funding has been appropriated in the FY26 Budget as project WW07 and W03 for \$33,260 and paid for equally from the City's Water and Wastewater Fund

Attachments:

[PSA Amendment No 7.docx](#)

[Scope and Fee Amendment 7 - 072325.pdf](#)

Report compiled on: July 23, 2025

