



Agenda Item Report

Legislative Board: City Council
Date: March 3, 2026
Contact: Angela Kennedy, Director
Agenda Item ID / Number: 2026-125- / J.1

ITEM TITLE: Deliberation and possible action to authorize the City Manager to execute a Master Services Agreement with Garver LLC utilizing pre-qualified consultants list (Resolution #2024-R-48) for General Engineering Services in an amount not to exceed \$1,200,000 (Development Services Director Angela Kennedy, P.E., CFM and Purchasing Manager Nicole Turner) [PUBLIC TESTOMONY]

1. EXECUTIVE SUMMARY

Garver LLC is one of the firms on the approved 2025 GEC list. The City is seeking to contract with Garver LLC for third-party permit review services under the Designated Review Program and staff augmentation review process. This Master Services Agreement (MSA) is the first step in authorizing the task order for these services. The total value of the proposed contract is \$1,200,000.00, although services to be provided under this contract will be authorized by separate Task Orders approved by the City Manager.

2. BACKGROUND/HISTORY

On November 6, 2024, City Council approved a list of prequalified consultants (Resolution 2024-R-48) for general engineering consultant support for various capital improvement projects. Garver LLC is one of the firms on the approved list.

The City currently has active Master Services Agreements for Designated Review services with Freese and Nichols (FNI), Halff, K. Frieze (Lochner) and Cobb Fendley. The Cobb Fendley and K Frieze contracts are older MSAs, not from the most recent approved GEC list. Garver LLC and Halff will replace those two firms as the City's third-party reviewers in an effort to improve quality of service. FNI will continue to provide third party review services under the designated review program.

Additionally, MSAs have been executed by LAN and BGE to provide construction inspection services. BGE will replace LAN providing construction inspection for Phase 2 of the Persimmon development.

3. ANALYSIS

The services outlined in Exhibit A will be provided in accordance with the fees specified in Exhibit C. This contract will remain in effect for five (5) years with a maximum not-to-exceed amount of \$1,200,000.00. Task Orders will be issued under this Master Agreement throughout its duration, ensuring the total expenditure under this contract does not exceed \$1,200,000.00. The City is using its standard form of Task Order Agreement that has been approved by the City Attorney. Garver has partially executed the attached agreement and it is included with this item for review.

The City is seeking to contract with Garver for third-party permit review services under the Designated Review Program and staff augmentation review process. This Master Services Agreement (MSA) is the first step in authorizing the task order for these services. Future Task Orders will be subsequently processed, and the developer/applicant will directly pay for the third-party review services provided by Garver through an escrow account managed by the City.

4. FINANCIAL IMPACT

The total value of the proposed contract is \$1,200,000.00, although services to be provided under this contract will be authorized by separate Task Order approved by the City Manager. The services to be provided by this contract will primarily be supported through funded escrow accounts and fees collected directly from private development projects. Inspection services for City sponsored projects may also be provided through an approved task order and paid for through funds allocated for specific projects.

5. STRATEGIC PLAN/GOALS

EXCEPTIONAL CITY SERVICES

6. STRATEGIC PLAN OBJECTIVES

Become a more business-friendly City government - regulations, codes and processes

7. PROS AND CONS

Pro: Prepare the City to provide third-party review services for the development projects and to establish Garver as a contracted GEC firm for future engineering professional services.

Con: None foreseen

8. ALTERNATIVES

Council may direct the City Manager to continue to negotiate the general scope of work or decline to award the contract and direct staff to negotiate a contract with a different firm on the approved General Engineering Consultants list or to issue a Request for Qualifications (RFQ) to select a different engineer. This will add time to the process.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Staff recommends approving the City Manager to execute the contract as presented.

Attachments: