



**CITY OF WILDOMAR
CITY COUNCIL REGULAR MEETING
CONSENT CALENDAR
Agenda Staff Report # 1.17
Meeting Date: June 10, 2026**

SUBJECT:

Sixth Amendment to Design Professional Services Agreement with Mark Thomas Corporation for the Palomar Street/Wildomar Cemetery Improvement Projects (CIP 028-2 and CIP 067-1)

SUBMITTED BY:

Jason Farag, Public Works Director/City Engineer

PREPARED BY:

Terri Abercrombie, Senior Management Analyst

ACTION:

Authorize the City Manager to execute the Sixth Amendment to the Design Professional Services Agreement for the Palomar Street/Wildomar Cemetery Improvement Projects (CIP 028-2 and CIP 067-1).

SUMMARY:

The City previously entered into an agreement with Mark Thomas Corporation to prepare designs, project construction plans, and specifications for the improvement of Palomar Street from Wildomar Trail to Gruwell Street and Phase 1 Improvements to the Wildomar Cemetery. To provide enough time for the completion of the remaining scope of services, as part of the project close-out, the Term of the Agreement must be extended.

BACKGROUND:

The City and Mark Thomas Corporation entered into an agreement in the amount of \$272,470 for professional design services on April 14, 2021, to prepare designs and construction documents for the improvement of Palomar Street from Wildomar Trail to Gruwell Street and Phase 1 of the Wildomar Cemetery Improvements Projects(Agreement).

A total of five amendments have been approved for the Agreement, increasing the total compensation to \$571,229 and modifying the Term of the Agreement to five years commencing on the date first ascribed above.

DISCUSSION:

The original Term of the agreement with Mark Thomas ended on April 14, 2026. Now that the Projects' construction is substantially complete, there are final remaining items in the Agreement's Scope of Services that also must be completed. This includes any remaining construction support and preparation of record drawings (as-built plans). To allow for the completion of these items and compensation for them, an extension to the Term of the Agreement is necessary. Both Mark Thomas and the City desire to extend the Term of the Agreement. Staff recommends, as included in Amendment 6, that a one-year

extension of the Agreement Term to April 14, 2027, be approved. A copy of the proposed Sixth Amendment is included as Attachment A.

The proposed extension of time will not involve additional scope of services or require additional funding.

Staff recommends that the City Council authorize the City Manager to execute the Sixth Amendment to the Design Professional Services Agreement with Mark Thomas Corporation.

FISCAL IMPACT:

The original Mark Thomas agreement was funded by a combination of TUMF, Measure A, and Cemetery Funds, with funding included in the 5-Year CIP's adopted budget. The additional Sixth Amendment provides for additional time to complete remaining closeout items included in the existing scope of services and contract amount. Funding for the remaining agreement costs is included in the proposed FY 26/27 City budget.

ATTACHMENTS:

[A - Amendment No. 6](#)