

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL**

RESOLUTION NO. 2022-075

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH 4LEAF, INC. FOR PROJECT MANAGEMENT SERVICES, FOR A NOT-TO-EXCEED FEE OF \$197,780, FOR DELIVERY OF FOUR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, on May 3, 2022, the City Council approved the carry-over of 12 Fiscal Year 2021/22-funded Capital Improvement Projects including the 2019/20 Citywide Annual Paving Project, and the Policed Building Renovation Project, into FY 2022/23; and

WHEREAS, on June 7, 2022, Council adopted Resolution 2022-048 approving 25 new FY 2022/23 CIP Projects including the Additional Scope for the Police Building Renovation Project, the Resilience Infrastructure Pilot Project, and the Electrical Panel Upgrades for City Hall, Public Works, Vista Lobos, and Sunset Center; and

WHEREAS, without a project manager on staff, Project Management (PM) consultant services was introduced as an implementation strategy with the goal of eliminating the backlog of prior projects and advancing new projects as quickly as possible; and

WHEREAS, in April 2022, requests for Statements of Qualifications (SOQs) were advertised seeking qualifications from consultants covering 14 professional service areas, including PM services; and

WHEREAS, based on seven SOQs received, 4Leaf, Inc. was ranked by a selection committee as best qualified to provide PM services for the four projects identified above; and

WHEREAS, a Professional Services Agreement was prepared with 4Leaf, Inc., and the negotiated fee for PM Services of \$197,780 represents 4.5% of the total budget for these four projects.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Authorize the City Administrator to execute a Professional Services Agreement with 4Leaf, Inc. for Project Management Services, for a not-to-exceed fee of \$197,780, for delivery of four Capital Improvement Projects.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 13th day of September 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Nova Romero, MMC
City Clerk