

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

RESOLUTION NO. 2023-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MUNICIPAL RESOURCE GROUP, LLC FOR CONSULTING SERVICES FOR A NOT-TO-EXCEED AMOUNT OF ONE HUNDRED NINETEEN THOUSAND FIVE HUNDRED AND FIFTY DOLLARS (\$119,550.00)

WHEREAS, on May 24, 2022 the City Administrator entered into a Professional Services Agreement with Municipal Resource Group, LLC, for project development consulting services in the amount of Fifteen Thousand Dollars (\$15,000.00) for a Public Works Assessment; and

WHEREAS, due to the scope and complexity of the additional consulting services of developing an initial business district parking program for review and initial data gathering and recommendation for an ambulance consolidation project, the City Administrator authorized Amendment No.1 to increase the not-to-exceed amount to Thirty-Nine Thousand Nine Hundred and Seventy-Five Dollars (\$39,975.00) and extend the contract term through June 30, 2023; and

WHEREAS, the City Council conducts an annual review and evaluation of the City Administrator; the City required the continued consulting services of Municipal Resource Group, LLC for its expertise in facilitating evaluation processes of Council-appointed positions, the City Administrator authorized Amendment No.2 to increase the not-to-exceed amount to Forty-Six Thousand and Fifty Dollars (\$46,050.00) ; and

WHEREAS, additional professional consulting services are necessary to develop and implement a public engagement plan, traffic congestion reduction and parking management program, and the drafting of any City municipal code changes necessary for such a program; and

WHEREAS, staff conducted a review of Statements of Qualifications (SOQ's) submitted to the City and identified three (3) professional consulting services with expertise and specialized services pertaining to the development of traffic congestion reduction and parking management programs and public engagement processes and plans for such programs; and

WHEREAS, staff reviewed the SOQ's, taking into account: expertise, familiarity with the geographical area and history of parking management programs in the City, hourly billing rates, and demonstrated ability to carry out the specialized needs of the City in exploring and implementing a public engagement and traffic congestion reduction and parking management program; and

WHEREAS, with attention to the factors listed above, the City identified Municipal Resource Group, LLC as the most qualified to carry out the specialized needs of the City in developing and implementing a public engagement plan and traffic congestion reduction and parking management program in the amount of Seventy-Three Thousand Five Hundred Dollars (\$73,500.00); and

WHEREAS, the funding beyond the original Professional Services Agreement and subsequent Amendment No.1 and Amendment No.2 will be exceeded for continued services; and

WHEREAS, the Carmel-by-the-Sea Municipal Code requires contracts exceeding Twenty-Four Thousand Nine Hundred and Ninety-Nine Dollars (\$24,999.00) to be entered into only by Council authorization.

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 Amendment No.3 to the Professional Services Agreement with Municipal Resource Group, LLC, for a not-to-exceed amount of One Hundred Nineteen Thousand Five Hundred and Fifty Dollars (\$119,550.00).

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 7th day of February 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk