



Legislation Text

File #: 17-359, Version: 1

TO: Mayor and Commissioners
FROM: Timothy Stillings, Planning, Zoning, and Building Director
THROUGH: Chief Neal de Jesus, Interim City Manager
DATE: May 2, 2017

AMENDMENT NO. 1 TO THE AGREEMENT FOR SERVICE WITH THE MELLGREN PLANNING GROUP (SOLICITATION NO. 2016-067) TO AMEND THE CONTRACT TERMS AND TO INCREASE THE SPENDING LIMIT OF THIS AGREEMENT TO SUPPORT THE DEVELOPMENT OF AN UPDATED COMPREHENSIVE PLAN.

Recommended Action:

Motion to Approve Amendment #1 to the General Planning Services Agreement for Mellgren Planning Group ("Agreement") to extend the Agreement to July 11, 2018, and to increase the spending limit not to exceed \$270,000 to support the update of the Comprehensive Plan for the City of Delray Beach.

Background:

As the City Commission may recall, in March 2017, the consultant contract for the update of the Comprehensive Plan ("Plan Update") was terminated. The proposed Amendment to the Agreement with The Mellgren Planning Group ("MPG") is needed to allow MPG to replace the previous consultant.

On June 21, 2016, the City entered into an Agreement with MPG for General Consulting Services (RFQ 2016-067). The Agreement is set to expire July 11, 2017, but the Agreement provides for a two, one-year renewals for a period of one year. If approved, this is the first one-year renewal of the Agreement extending the contract expiration to July 11, 2018. The Amendment also increases the spending limit from \$75,000 to \$270,000 for support of the Plan Update. The Planning & Zoning Department has been utilizing MPG for several general planning services to date and is approaching the current spending limit of \$75,000. The Amendment is increasing the spending limit under this Agreement to cover the Plan Update; however, the funding for the Plan Update is not being increased at this time.

This recommendation complies with the City Code of Ordinances, Section 36.06(A) (2), "*Within the Scope of Work*".

City Attorney Review:

The City Attorney's office has reviewed the scope of services in the Agreement and concluded the services for the Plan Update are included.

Finance Department Review:

Finance recommends approval.

Funding Source:

Funding is available from account number 001-25-11-515-31.90 (General Fund: Other Professional Services).

Timing of Request:

The Amendment is needed to support the Plan Update.