

RESOLUTION NO. ____-2023

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL
APPROVING AMENDMENT OF PROFESSIONAL SERVICES AGREEMENT
WITH ENGINEERING SOLUTIONS SERVICES, INC. FOR GRANT WRITING
SERVICES AND AUTHORIZING CITY MANAGER TO EXECUTE
AMENDMENT (TOTAL CONTRACT AMOUNT NOT TO EXCEED \$24,900)**

WHEREAS, on May 2, 2022, the City of Fort Bragg (“City”) entered into a Professional Services Agreement (“Contract”) in an amount not to exceed \$12,500 with Engineering Solutions Services Inc. (ESS) (“Consultant”) for grant writing services on a time and materials basis; and

WHEREAS, the Consultant has demonstrated a skillful expertise in grant writing and research services; and

WHEREAS, the Consultant recently introduced an open grant solicitation to staff City for a water reclamation feasibility study; and

WHEREAS, ESS provided the attached scope of work describing the additional services (Exhibit A); and

WHEREAS, the City desires to extend the length of the existing contract from April 27, 2023 to April 27, 2024; and

WHEREAS, the City desires to add funds in the amount of \$12,400 to cover the grant writing services which changes the contract amount from \$12,500 to \$24,900; and

WHEREAS, per Fort Bragg Municipal Code Section 3.20.050, the City Manager’s signing authority for change orders may not exceed 10% of the approved contract cost.

WHEREAS, funds in the amount of \$750,000 were appropriated in the FY 2022/23 budget for design activities for water reclamation and sufficient funds are available for this contract; and

WHEREAS, based on all the evidence presented, the City Council finds as follows:

1. ESS is qualified to perform the grant writing services.
2. Account 651-6134-0310 for the design of the water reclamation project has sufficient funds to cover the contract amendment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does hereby approve an Amendment to the Professional Services Agreement (Exhibit B) with Engineering Solutions Services, Inc. and Authorizes City Manager to Execute the Amendment (Total Contract Amount Not to Exceed \$24,900).

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 13th day of February, 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSED:

BERNIE NORVELL
Mayor

ATTEST:

June Lemos, MMC
City Clerk