

EFM SUBMISSION NO.: 2012EFM039

PRESENTED: 9/10/12

ADOPTED: 9/12/12

BY THE EMERGENCY FINANCIAL MANAGER:

**RESOLUTION TO AMEND THE CONTRACT WITH HOUSEAL LAVIGNE FOR
PREPARATION OF THE CITY OF FLINT'S MASTER PLAN TO ADD STEP 3:
ENGAGEMENT/COMMUNITY OUTREACH.**

The Flint Planning Department has secured the necessary funds from C.S. Mott Foundation, 296-690.402-801.000, to add back Step 3: Engagement/Community Outreach to the original contract. As stated in the original contract on page 7 under A. Phase 1: Plan Making; *Step 3. Engagement/Community Outreach was not included in the Scope of Services.* In the Master Plan Consultant Scope of Services (attachment B) on page 2 it states: *Because available funding is less than the proposed Consultant budget, we have to reduce the scope of services, resulting in the elimination of Step 3: Engagement/Community Outreach in the amount of \$31,500. "Should funding become available, the City and Contractor may mutually agree to amend the contract to include Engagement/Community Outreach services for the Master Plan."* A Scope of Services for Step 3: Engagement/Community Outreach will be added to the original contract as well and is attached to this document.

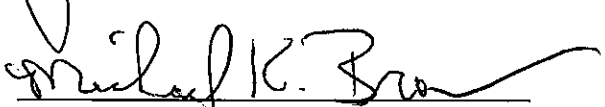
IT IS RESOLVED, to amend the Master Plan Consultant Scope of Services contract with Houseal Lavigne with Step 3: Engagement/Community Outreach and to increase the original contract by \$31,500 to bring the total contract amount from \$724,414.00 to \$755,914.00.

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:


Peter M. Bade, City Attorney


Gerald Ambrose, Finance Director


Michael K. Brown, City Administrator

EFM DISPOSITION:

ENACT ✓ REFER TO COUNCIL _____ FAIL _____


Edward J. Kurtz, Emergency Financial Manager

DATED: 9-12-12

RESOLUTION STAFF REVIEW FORM

DATE: August 29, 2012

Agenda Item Title: Resolution authorizing Change order #1 to contract # 12-031, amending the scope of services and increasing the contract amount.

Prepared By: Tamar Lewis, Infrastructure & Development Accounting Coordinator



Background/Summary of Proposed Action: The community engagement portion of the consultant duties was not included in the original contract due to funding, the funding is now available and is being added.

Financial Implications:

Budgeted Expenditure: Yes X No Please explain, if no:

Account #: 296-690.402-801.000

296 = Other Grants Fund

690.402 = C.S. Mott Master Plan Grant

801.000 = Professional Services

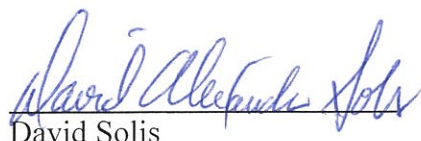
Pre-encumbered: Yes X No

Requisition # 001201411

Other Implications (i.e., collective bargaining:

Staff Recommendation: The Master Plan staff recommends approval of this resolution.

Staff Person:


David Solis

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