

ITEM#: 13
DATE: 08-23-22

COUNCIL ACTION FORM

SUBJECT: AMEND PROFESSIONAL SERVICE AGREEMENT FOR BIKE & PEDESTRIAN MASTER PLAN (CORRECTING END DATE)

BACKGROUND:

On May 24, 2022, City Council approved the Professional Service Agreement (PSA) with Toole Design Group to create a Bike & Pedestrian Master Plan for the City and its surrounding areas. **During initial meetings with the Toole Group, staff discovered a minor error in the end date which was previously approved in the agreement. While the current language states the project will end in November 2022, the contract should state November 2023. There is no cost impact with this contract amendment.**

The draft final plan is expected to be presented to the City Council and the public around April 2023. The final project closeout and transfer of all data and other documentation to the City could take up to November 2023. That allows Toole adequate of time to close out the project.

ALTERNATIVES:

1. Approve the amendment to the PSA with Toole Design Group to change the end date of the project to November 30, 2023.
2. Reject the amendment.

CITY MANAGER'S RECOMMENDED ACTION:

By approving the amendment, the City Council will be able to correct an error in the date and reflect the original intent of the agreement.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

AMENDMENT TO THE PROFESSIONAL SERVICES CONTRACT

between

City of Ames, IA

and

Toole Design Group, LLC

for

Ames Bicycle and Pedestrian Master Plan

Amendment No.: 1

Date of Issuance: August 12, 2022

TDG Project No. 00MSN.00101.00

In accordance with the Professional Services Contract made and entered into by and between City of Ames, IA (“City”) and Toole Design Group, LLC (“Toole”), dated May 24, 2022 (“Executed Contract”), this Amendment, when properly executed, constitutes authorization to proceed with the following:

Purpose and Schedule

This Amendment shall extend the term of the Executed Contract from November 30, 2022 until November 30, 2023.

This Amendment shall not alter the terms and conditions of the original Contract - all terms, covenants and conditions of the original Executed Contract shall remain in full force and effect, except to the extent herein amended.

In witness whereof, this Amendment has been executed by authorized signatories of City of Ames, IA and Toole Design Group, LLC and shall be effective from the date written above.

City of Ames, IA

Toole Design Group, LLC

By: _____

By: _____

Print: _____

Print: _____

Title: _____

Title: _____

Date: _____

Date: _____