Subject:	**Resolution #807 – Amendment To Consultant Services Contract for On-Call Engineering Services**	**Dept. Origin:**	**Planning Department**
		Prepared by:	**Jennifer Robertson, City Attorney's Office**
		For Agenda of:	**April 1, 2025**
		Exhibits:	**Resolution #807 with Attachments**

	Initial & Date
Concurred by Mayor:	_____
Approved by City Planner:	_____
Approved as to form by City Atty:	**3-27-25/JSR**
Approved by Finance Director:	_____
Approved by Department Head:	_____

Proposed Council Action:

Adopt Resolution #807.

INFORMATION / BACKGROUND

The City's contract with its On-Call Civil Engineer and Planning Consultant, SCJ Alliance, expired on December 31, 2024. The contract required the firm to provide on-call professional services, including electrical and civil, to the City for an amount not to exceed $100,000 (one hundred thousand dollars) in any calendar year. Per the terms of the contract, services with SCJ commenced upon signature and expired December 31, 2024, while several projects were in-process. In addition to the engineering work, SCJ Alliance has also been assisting the City with several planning initiatives, including the Comprehensive Plan Update and updating the code in compliance with the State's middle housing mandates.

The City and SCJ desire to amend the term of the contract to provide additional time for the completion of any in-process project, including the work on middle housing. Section 18 of the contract allows for modification of the provisions of the contract, including the term, upon written agreement and signature by the City and SCJ. A proposed amendment to the contract is attached to the Resolution.

FISCAL CONSIDERATION

The maximum contract price is $100,000 per calendar year through the end of 2025.

RECOMMENDATION / MOTION

Approve Resolution #807.

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MOTION: I move to approve Resolution #807 authorizing the Mayor to execute the amendment to the consulting services contract substantially in the form attached to the Resolution.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RUSTON, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE ON-CALL CONSULTING SERVICES CONTRACT WITH SCJ ALLIANCE.

WHEREAS, the City has an on-going need for on-call consulting services, including planning and engineering (including electrical engineering and civil); and

WHEREAS, on December 21, 2021, the City authorized the Mayor to execute a Consulting Services Contract with SCJ Alliance for on-call engineering services; and

WHEREAS, the term of the contract with SCJ ended on December 31, 2024, with several projects still in-process, including the City's Comprehensive Plan update and updating the City's code for the State mandated middle housing work; and

WHEREAS, the contract provides a provision whereby the City and SCJ Alliance may agree, in writing, to amend the contract terms, including the term of the contract; and

WHEREAS, the City and SCJ Alliance wish to extend the term of the contract to provide additional time for those projects which are in-process to be completed; and

WHEREAS, the City Council finds it in the public interest to authorize the Mayor to execute the proposed Amendment to Consulting Services Contract in substantially the form that is attached to this Resolution as **Exhibit "1"**;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RUSTON, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. **Amendment Authorized.** The Mayor is hereby authorized to execute the First Amendment to Consultant Services Contract between the City of Ruston and SCJ Alliance in

substantially the form attached to this Resolution as Exhibit "1" provided that SCJ Alliance has first accepted and executed the Amendment.

       RESOLVED this 1st day of April, 2025.

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APPROVED:

_____
Bruce Hopkins, Mayor

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ATTEST/AUTHENTICATED:

_____
Mario Ortega, City Clerk

FILED WITH THE CITY CLERK: _____
PASSED BY THE CITY COUNCIL: _____
RESOLUTION NO.: ___807_____

EXHIBIT "1"

ON-CALL CONSULTING SERVICES AGREEMENT