

**Agenda Item No: \_\_**

**Meeting Date: \_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **SAN RAFAEL CITY COUNCIL AGENDA REPORT** |
| **Department:**  |
| **Prepared by:** | **City Manager Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

 File No.:

**TOPIC: \_\_\_\_\_\_\_\_\_\_\_ PROJECT**

**SUBJECT:** **AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH \_\_\_\_\_\_\_\_ FOR \_\_\_\_\_\_\_\_\_\_ SERVICES IN THE AMOUNT OF $\_\_\_\_\_\_\_**

**RECOMMENDATION:**

Authorize the City Manager to negotiate and enter into a Professional Services Agreement with \_\_\_\_\_\_ for \_\_\_\_\_\_\_\_\_ services, in the amount of $\_\_\_\_\_\_\_\_\_; and appropriate funds for the contract.

**BACKGROUND:**

**ANALYSIS:**

**COMMUNITY OUTREACH:**

**FISCAL IMPACT:**

**OPTIONS:**

The City Council has the following options to consider on this matter:

1. Authorize the City Manager to enter into the agreement as recommended.
2. Do not authorize the City Manager to enter into the agreement and provide further direction to staff.

**RECOMMENDED ACTION:**

[INSERT SAME AS AT TOP].

**ATTACHMENT:**