



Agenda Item:

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COUNCIL COMMUNICATION City Manager's Office

GENERAL INFORMATION

Agenda Date: 5/17/04

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Agenda Item Type: Resolution

No.:

Communication

Roll Call

Submitted by: Merrill R. Stanley, Finance Director

SUBJECT—

Consulting agreement with MAXIMUS, Inc. for the preparation of the Central Services Cost Allocation Plan.

SYNOPSIS—

Approve contract amendment with MAXIMUS, Inc. for the preparation of the Central Services Cost Allocation Plan, adding one more year added to their four-year contract.

FISCAL IMPACT—

MAXIMUS has agreed to hold their price at \$19,000, as it has been for the past four years. Contract costs are budgeted in and will be paid from General Fund – Research and Budget.

RECOMMENDATION—

Approval

BACKGROUND—

MAXIMUS has prepared the central services cost allocation plan for the City of Des Moines since 1984, and has completed the work under their current agreement. Due to time constraints, it is in the city's best interests to amend the contract to add the preparation of an additional year's

plan so the 2003 indirect costs can be calculated within the next couple of months. MAXIMUS has agreed to prepare the plan at the same price as the previous four years. A formal request for proposals will be issued within the next six months to select a consultant to prepare future plans, even though the agreed upon price of \$19,000 is expected to increase.