

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	April 23, 2018
	<b>Agenda Item No.</b>	<b>38</b>
	<b>Roll Call No.</b>	<b><u>18-0703</u></b>
	<b>Communication No.</b>	<b><u>18-192</u></b>
	<b>Submitted by:</b>	<b>Phillip Delafield, Community Development Director</b>

**AGENDA HEADING:**

Approval of Second Amendment to Professional Services Agreement with czb, LLC for the Evaluation and Update of the Neighborhood Revitalization Program.

**SYNOPSIS:**

Recommend approval for extending the contract term to June 30, 2018 and the expenditure of an additional \$5,000 for time and travel costs related to one additional on-site visit for the consulting team to present their final deliverable to City Council and other appropriate audiences.

**FISCAL IMPACT:**

Amount: \$5,000

Funding Source: FY2016-2017 Operating Budget, Special Revenue Funds–Page-57, SP484000.

**ADDITIONAL INFORMATION:**

- On June 26, 2017, by Roll Call No. 17-1066, the City contracted with czbLLC (Charles Buki, President, 2001 Mount Vernon Avenue, Alexandria, VA 22301) to evaluate and update the Neighborhood Revitalization Program. The original contract included up to seven (7) on-site visits by the consulting team; however, an additional on-site visit has been determined necessary to complete the scope of work. This amendment covers the costs of time and travel associated with the additional on-site visit and extends the contract term to June 30, 2018.

**PREVIOUS COUNCIL ACTION(S):**

Date: September 11, 2017

Roll Call Number: [17-1572](#)

Action: [First](#) Amendment to Professional Services Agreement with czbLLC for a City-wide field study of residential property conditions to be used for analysis of the Neighborhood Revitalization Program. ([Council Communication No. 17-633](#)) Moved by Coleman to adopt. Motion Carried 7-0.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to [cityclerk@dmgov.org](mailto:cityclerk@dmgov.org).