



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 17, 2024

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MICHAEL MCCONVILLE, DEPUTY CITY MANAGER

SUBJECT: AUTHORIZATION TO APPROVE AMENDMENT NO. 1 FOR ADDITIONAL FUNDING AND THE EXTENSION OF THE TERM DATE TO THE EXISTING PROFESSIONAL SERVICES AGREEMENT WITH GBN CONSTRUCTION DESIGN & BUILD

MEETING DATE: JUNE 26, 2024

SUMMARY RECOMMENDATION:

That the City Council approve Amendment No. 1 for additional funding in the amount of \$150,000 and the extension of the term date through June 30, 2025 to the existing Professional Services Agreement with GBN Construction Design & Build for Residential Rehabilitation contractor services.

BACKGROUND/DISCUSSION:

In December 2023, the City entered into a Professional Services Agreement with GBN Construction Design & Build for Community Development Block Grant (CDBG) Residential Rehabilitation contractor services, in the amount not to exceed \$60,000, and with a termination date of June 30, 2024.

GBN Construction Design & Build, which is a Calabasas based business, provided excellent service during the past several months. Specifically, GBN successfully completed two (2) projects during fiscal year 2023-24, and estimates to complete another fifteen (15) during fiscal year 2024-25.

Staff is recommending that the City amend the Professional Service Agreement with GBN for another year, while also increasing the contract amount to \$150,000, to ensure adequate contractor capacity for the Residential Rehabilitation Program for program year 2024-2025. Since CDBG Residential Rehabilitation Program requirements call for a competitive bidding process for each residential project, staff is presenting an amendment to the Professional Services Agreement without a City Request for Proposals (RFP).

FISCAL IMPACT/SOURCE OF FUNDING:

There is no General Fund impact. The \$150,000 in additional funding to the GBN Construction Design & Build PSA will be appropriated accordingly to the City's CDBG budget.

REQUESTED ACTION:

That the City Council approve Amendment No. 1 for additional funding in the amount of \$150,000 and the extension of the term date through June 30, 2025 to the existing Professional Services Agreement with GBN Construction Design & Build for Residential Rehabilitation contractor services.

ATTACHMENTS:

- A. Amendment No. 1 to Professional Services Agreement
- B. Professional Services Agreement