



City of Broken Arrow

Request for Action

File #: 18-993, Version: 1

**Broken Arrow Economic Development Authority
Meeting of: 08/21/2018**

Title:

Consideration, discussion and possible directive regarding a second thirty-day extension, with an option for an additional thirty-day extension, to the Contract for Economic Development Services between the Broken Arrow Economic Development Authority and the Broken Arrow Economic Development Corporation

Background:

On July 21, 2009, the Broken Arrow Economic Development Authority began contracting with the Broken Arrow Economic Development Corporation for economic development services. The current contract was originally in effect from July 1, 2015 to June 30, 2018. On June 04, 2018, the Authority was informed that the completion of an audit and negotiations for a new agreement is anticipated to be completed after June 30, 2018 and as a result an extension of the current agreement may be required. On June 12, 2018, Chairman of the BAEDC Ted Cundiff provided Broken Arrow Economic Development Coordinator Norman Stephens with a request for a 60-day extension to the contract. In the letter, Mr. Cundiff explained the extension would allow the BAEDC to complete a transition review as they negotiate the renewal on the contract with the Authority. On June 18, 2018, the Authority approved the first extension of the contract.

The transitional audit is continuing and Staff recommends an additional thirty-day extension to the contract with an option for an additional thirty-day extension with the approval of the City Manager.

Contractually, the City was invoiced thirty-two thousand, two hundred and ninety dollars (\$32,292.00) per month since July 1, 2015. Due to current vacancies in the Broken Arrow Economic Development Corporation, the invoice for services will be reduced to twelve-thousand, four hundred and fifty two dollars (\$12,452.00) in the second Amendment to the Professional Services Agreement

Cost: \$12,452.00 for one month, \$24,904.00 for two months

Funding Source: Broken Arrow Economic Development Authority

Requested By: Norm Stephens, Economic Development Coordinator

Approved By: Michael L. Spurgeon, City Manager

Attachments: Second Amendment to the Professional Services Agreement

Recommendation:

Approve and authorize execution of a thirty-day extension, with an option for an additional thirty-day extension, to the Contract for Economic Development Services between the Broken Arrow Economic Development Authority and the Broken Arrow Economic Development Corporation