



City of Broken Arrow

Request for Action

File #: 20-120, Version: 1

**Broken Arrow City Council
Meeting of: 01/21/2020**

Title:

Approval of and authorization to execute an amendment of Contract for Phase One of Elm and New Orleans Study with Catalyst Commercial Incorporated

Background:

In February 20, 2018, the City Council approved a contract with Catalyst Commercial to prepare a Market Study and Plan for the Elm and New Orleans commercial area.

This contract with Catalyst Commercial was for the first phase of this study in the amount of \$75,538.00. The Scope of Services for this contract addressed expenditures, such as travel and other consulting fees.

As the first Phase of this study was completed in the summer of 2019, the expenditures exceeded the original contract by \$7,432.73. These expenditures are addressed in the attached Amendment No. 1, to this agreement.

Upon the completion of the first phase of this project, the City has entered into the second phase of this project by forming a Citizens Committee in September 2019. Catalyst Commercial is the consultant for the second phase and has coordinated and attended meetings with the citizens committee and staff over the last three to four months.

This request is to allow and approve an amendment of the contract for Phase One of this study, in the amended amount \$82,970.73.

The consultant has provided the necessary documentation for these additional expenditures and staff is in support of this request.

Cost: \$82,970.73 (original contract was \$75,538.00)

Funding Source: STCI

Requested By: Larry Cutis, Director

Approved By: City Manager Office

Attachments: Agreement for Professional Services
Amendment No. #1

Recommendation:

Approve and authorize execution of Amendment No. #1