



## Agenda Statement

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**Title:** Work Session: Needs Analysis for Kimley-Horn Professional Services Agreement

**Sponsors:**

**Indexes:**

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**Attachments:** 1. 052418 Work Session Kimley Horn Professional Services Agreement, 2. VALDEZ\_OUTREACH-BRANDING\_2018-04\_Billing & Percentage Complete, 3. Email May 18, 2018 - Kimley-Horn Next Steps and June Visit info, 4. CPAC Assembly Memo - May 21 2018, 5. Department Head Workshops Talking Points

Date	Ver.	Action By	Action	Result
5/24/2018	1	City Council	received and filed	

### **ITEM TITLE:**

Work Session: Needs Analysis for Kimley-Horn Professional Services Agreement

**SUBMITTED BY:** Allie Ferko, CMC, Deputy City Clerk

### **FISCAL NOTES:**

Expenditure Required: N/A  
Unencumbered Balance: N/A  
Funding Source: N/A

### **RECOMMENDATION:**

Work session only.

### **SUMMARY STATEMENT:**

Mayor O'Neil has called this work session to discuss the Kimley-Horn professional services agreement and analyze the City's needs with regards to the scope of that agreement. The primary topics for discussion will include City staff comments and concerns, City Council's role and responsibilities related to the Kimley-Horn project, and analysis of future professional services needs.

Included in the agenda packet, please find the following documents to aid in the work session discussion:

- Kimley-Horn invoice for professional services dated April 30, 2018 outlining percentage of

work complete and task items billed.

- Email dated May 18, 2018 between Kimley-Horn and City staff regarding Kimley-Horn next steps and June visit information. Several documents are referenced in this email. Those documents which have already been provided to staff are also included in this packet:
  - Memo from Kimley-Horn dated May 21, 2018 outlining their recommendations for composition and scope for a Valdez Comprehensive Plan Advisory Committee (CPAC Assembly Memo).
  - Memo from Kimley-Horn dated May 22, 2018 outlining their recommendations for City department head workshops.