

**CITY OF TEMECULA  
AGENDA REPORT**

**TO:** City Manager/City Council

**FROM:** Patrick Thomas, Director of Public Works/City Engineer

**DATE:** May 24, 2022

**SUBJECT:** Approve First Amendments to Annual Professional Services Agreements for Property Acquisition Services for the Department of Public Works/Capital Improvement Program (CIP) Division for Fiscal Years 2020–2024

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**PREPARED BY:** Amer Attar, Engineering Manager  
Jenny McConville, Senior Office Specialist

**RECOMMENDATION:** That the City Council approve the first amendments to annual professional services agreements for property acquisition services for the Department of Public Works/Capital Improvement Program (CIP) Division for Fiscal Years 2020-2024, as follows:

Overland, Pacific & Cutler, LLC	Property Acquisition Services	First Amendment \$300,000 total term
Paragon Partners Consultants, Inc.	Property Acquisition Services	First Amendment \$300,000 total term

**BACKGROUND:** On July 23, 2019, the City Council approved the Professional Services Agreement for Property Acquisition Services with Paragon Partners Consultants, Inc. On September 10, 2019, the City Council approved the Professional Services Agreement for Property Acquisition Services with Overland, Pacific & Cutler, LLC. Each Agreement covers a period of five years, fiscal years 2020-2024, for an amount not to exceed \$60,000 each fiscal year, for a total agreement amount of \$300,000.

Each firm is currently providing property acquisition services on a variety of CIP projects for the Public Works Department, and as a result, we have nearly exhausted the current fiscal year 2021-22 allowance of \$60,000. As such, staff needs to amend each agreement to exclude the annual fixed amount of \$60,000 per fiscal year to avoid delays to ongoing projects. These Amendments will amend the Payment Terms to allow for a total Agreement value, removing the annual allowance that is currently limited to \$60,000 per fiscal year. The original term of the Agreements will remain unchanged and will be in effect through June 30, 2024, unless otherwise amended in the future. All firms have provided updated Schedule of Hourly Billing Rates for the forthcoming FY2022/23, included as an attachment to each Amendment.

**FISCAL IMPACT:** Adequate funds are made available in the Capital Improvement Program (CIP) for Fiscal Years 2022-2026, and annual services are funded by the various funding sources approved for each project.

**ATTACHMENTS:**

1. Overland, Pacific & Cutler, LLC - First Amendment
2. Paragon Partners Consultants, Inc. - First Amendment