

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME  
AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE  
PROFESSIONAL SERVICES AGREEMENT WITH MIG TO PREPARE THE UPDATE  
TO THE CITY'S GENERAL PLAN AND ZONING ORDINANCE**

WHEREAS, the City of Burlingame has embarked on an update to the City's General Plan and Zoning Ordinance to provide a comprehensive plan for the community; and

WHEREAS, the City selected MIG to prepare the update of the General Plan and Zoning Ordinance based on its experience preparing similar documents in the Bay Area region, its experience with zoning ordinance updates, its comprehensive community participation and outreach plan, and the expertise of the team assembled for preparation of the update; and

WHEREAS, per direction of the City Council on February 18, 2015, the City Manager executed an agreement with MIG incorporating the Work Program, Cost Estimate, and Project Schedule prepared by MIG in the amount of \$1,320,281; and

WHEREAS, on September 19, 2016, the term of the Agreement was extended to June 30, 2018 (Amendment No. 1); and

WHEREAS, the total budget (Compensation) shall be increased from \$1,320,281 to \$1,395,356 to account for unanticipated costs associated with the adoption of the General Plan and Climate Action Plan; and

WHEREAS, the term of the agreement shall be extended to terminate on June 30, 2020 in order to accommodate the duration of time needed to complete the Zoning Ordinance update; and

WHEREAS, because the agreement authorized work in excess of \$100,000, City Council approval is required.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED:**

1. The City Manager is authorized and directed to enter into Amendment No. 2 to the Professional Services Agreement with MIG to prepare the update to the City's General Plan and Zoning Ordinance, for a total project budget of \$1,395,356 and a term to be extended to June 30, 2020, as stated in the Contract Amendment Request 2.
2. Payment for services provided by MIG and invoiced after June 30, 2018 and before the date of adoption of this resolution is hereby authorized.
3. The City Clerk is directed to attest to the signature of the City Manager upon execution of the Professional Services Agreement.

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Donna Colson, Mayor

I, Meaghan Hassel-Shearer, City Clerk of the City of Burlingame, certify that the foregoing resolution was introduced at a regular meeting of the City Council, held on the 18<sup>th</sup> day of November, 2019, and as adopted thereafter by the following vote:

AYES: COUNCILMEMBERS:

NAYES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

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Meaghan Hassel-Shearer, City Clerk