

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH M-GROUP IN THE AMOUNT OF \$1,000,000, TO PROVIDE ON-CALL PLANNING SERVICES FOR A FIVE YEAR TERM

WHEREAS, the City requires professional and technical services to assist with a variety of on-call planning services including environmental review, historical consultation, design review consultation, and planning staffing for private development projects, as well as for the City's capital improvement projects; and

WHEREAS, on May 12, 2025 the Planning Division issued a Request for Qualifications (RFQ) to establish a list of qualified consultants to provide various professional and technical services for a variety of on-call planning services including environmental review, historical consultation, design review consultation, and planning staffing; and

WHEREAS, City staff conducted panel interviews with each of the firms that submitted an RFQ on July 23 and July 24, 2025; and

WHEREAS, the City has selected M-Group ("Consultant") and three additional firms to perform the on-call planning services on an as-needed basis for a five-year term for a not-to-exceed amount of \$1,000,000; and

WHEREAS, on September 15, 2025, the City Council reviewed and considered the Agreement for Professional Services to authorize work over a five-year term, for an amount not to exceed \$1,000,000.

NOW, THEREFORE, the City Council of the City of Burlingame does hereby resolve, find, determine, and order as follows:

1. The City Manager is authorized and directed to enter into the Professional Services Agreement with M-Group for on-call planning services for a term of five years, with a not-to-exceed amount of \$1,000,000 in the form attached hereto.
2. The City Clerk is directed to attest to the signature of the City Manager upon execution of the Professional Services Agreement.

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 15th day of September, 2025, and was adopted thereafter by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk

Exhibit:

- Exhibit A – Professional Services Agreement with M-Group