

## **RESOLUTION NO.**

### **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH ICF JONES & STOKES, INC. 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 ICF Jones & Stokes, Inc. ("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 ICF Jones & Stokes, Inc. 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.

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

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

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City Clerk

Exhibit:

- Exhibit A – Professional Services Agreement with ICF Jones & Stokes, Inc.