



Legislation Text

File #: 17-184, **Version:** 1

TITLE:

Contract Amendment for Transportation Planning Services with VHB Engineering for the Parking Plan

PURPOSE: The purpose of this item is for the Board of Aldermen to consider authorizing the Town Manager to approve an amendment to the contract with VHB for transportation planning services relating to the Parking Plan.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon - 919-918-7325; Patricia McGuire - 919-918-7327

INFORMATION: In November 2015, the Town entered into a contract with VHB, a transportation planning firm in Raleigh, to begin work on a parking plan. In January, the Town initiated an amendment to the contract to extend the milestone date of completion to June 2017, in part to allow the consultant to present the study document, findings and recommendations to the advisory board and again to the Board of Aldermen for the April public hearing.

Additional consultant presentations and supplemental work are estimated to have increased costs by approximately \$3,500 to \$78,500. A resolution that authorizes the Town Manager to amend the contract for up to \$78,500 is provided (*Attachment A*).

FISCAL & STAFF IMPACT: Unused funds in the Planning Department budget have been identified to cover this one-time increase in the project cost of \$3,500.

RECOMMENDATION: Staff recommends that the Board of Aldermen approve the resolution in Attachment A authorizing the Town Manager to approve a contract amendment.