

RESOLUTION NO. 17-02

CITY OF MILLBRAE, COUNTY OF SAN MATEO
STATE OF CALIFORNIA

A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE PROFESSIONAL SERVICES AGREEMENT, AMENDMENT #2, WITH MIG, INC. FOR CONTRACT PLANNING SERVICES IN THE AMOUNT OF \$270,670

WHEREAS, the Community Development Department entered into contract, April 15, 2015, with MIG, Inc. to assist City staff on an as-needed basis with planning services in the Community Development Department for an amount not to exceed \$49,999; and

WHEREAS, October 7, 2016, Amendment #1 was executed with MIG, Inc. to process planning projects for an amount not to exceed \$49,999; and

WHEREAS, the Community Development Department is experiencing a high level of development application submittals requiring Planning Commission and City Council review and approval. City Council policy requires contracts that exceed \$50,000 must be approved by the City Council; therefore, staff is requesting the contract be amended (Attachment #2) to continue with MIG, Inc. contract planning services; and

WHEREAS, MIG, Inc. has extensive experience with processing entitlements in compliance with California Planning, Zoning, and Development Laws and Subdivision Map Act. The services provided, to date, has helped to keep the Department current and responsive to the applicant's expectation of timeliness and professionalism in the processing of entitlement submittals and support with customers at the front counter and on the telephone; and

WHEREAS, due to the complexity of many of the development applications, the developer will be responsible for 100% of the City's actual costs incurred in preparing and processing the entitlements; and

NOW, THEREFORE, BE IT RESOLVED, by the Millbrae City Council to authorize the City Manager to Execute Professional Services Agreement, Amendment #2, with MIG, Inc. for contract planning services in the amount of \$270,670.

REGULARLY PASSED AND ADOPTED this 10th day of January, 2017.



Mayor

ATTEST:



City Clerk

I do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Millbrae this 10th day January 2017, by the following vote:

AYES:	COUNCILMEMBERS:	Holober, Papan, Schneider, Lee, and Oliva
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None
EXCUSED:	COUNCILMEMBERS:	None



CITY CLERK