

**Item**

Contract Amendment #1 – Requested Survey completed by Amundsen

**Responsible Staff Contact**

J. D. Cox, City Manager  
Clara Chaffin, Community Development Director

**Recommendation**

Ratify contract Amendment #1 in the amount of \$6,000.

**Executive Summary**

On May 13, 2024, the Council approved Amundsen Associates with an \$834,600 contract to design the new Community Center. Initially, their proposal covered the survey of the Community Center footprint as outlined in the Request for Qualifications.

Subsequent discussions revealed that the Community Center's footprint would impact nearly the entire city-owned Meadow Acres property, necessitating a replatting. To facilitate this, an expanded survey covering the entire property became necessary.

We requested a quote from Amundsen for this additional survey. Due to their current onsite presence, they offered a favorable quote of \$6,000, which staff considered advantageous.

During the latest weekly meeting, Amundsen confirmed readiness to proceed with the surveying. To expedite the project without delay, the City Manager authorized the comprehensive survey alongside the originally planned work on the Community Center footprint.

Although this expanded survey could have been separately billed due to its broader implications for city interests beyond the Community Center, staff opted to incorporate it into the project scope, necessitating a change order.



**Alignment to Strategic Doing (SD) and/or Other Plans**

SD24 Outcome

Fun, Uplifting, Neat & Tidy Community

SD24 Strategy

S2: Community Center

SD24 KPI

FUN-09

2014 Master Plan

A. Parks, Recreation, and Trails. Douglas will offer a full range of recreational areas and facilities accessible to all segments of the community.

Goal A1. Maintain a City-wide system of parks and recreation system that serve residents of all ages, abilities, income, and location within the community.

Goal A5. Encourage diverse, affordable, and year- round recreation opportunities for all age groups.

2015 Downtown Master Plan

n/a

**Budget/Fiscal Impact**

Fund/Department

Public Facilities-Community Facility

Project/Line Item(s)

57-5571-6542

Budgeted Amount

\$9,398,425

Anticipated Amount

\$ 6,000

**Action Requested/Recommended Motion**

Ratify contract amendment of \$6,000 to conduct survey on the remainder of the Meadow Acres property and authorize the City Manager to sign all associated documents.

**Reviewed/Approved**

Community Development

Public Works

Law Enforcement

Legal

City Manager

Finance

City Clerk