

**CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
OCTOBER 3, 2017 AGENDA**

Subject:	Type:	Submitted By:
PROFESSIONAL SERVICES AGREEMENT – DIXON RESOURCES UNLIMITED	◆ RESOLUTION ORDINANCE RECEIVE/FILE	TOMMY PROUHET ASSISTANT TO THE CITY ADMINISTRATOR

SYNOPSIS

A resolution has been prepared to authorize the execution of a professional services agreement with Dixon Resources Unlimited for professional services associated with public parking operations and planning.

FISCAL IMPACT

The FY17/18 Biennial Budget contains funding for professional services.

RECOMMENDATION

Approval.

BACKGROUND

As the City plans large scale investments in public parking facilities, expertise related to owning, operating and maintaining parking facilities is necessary in order to maximize the efficiency and utility of parking operations. It is therefore recommended that the City engage with Dixon Resources Unlimited, a highly regarded firm skilled in the operation and planning of municipal parking programs, on an “on-call or as-needed” basis. The hourly billing rates are identified in Exhibit A.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA
AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH DIXON
RESOURCES UNLIMITED.

WHEREAS, The Mayor and City Council have determined that professional services associated with
public parking operations and planning is necessary; and

WHEREAS, Dixon Resources Unlimited will aide in public parking operations and planning on an "on-
call or as-needed" basis; and

WHEREAS, hourly billing rates are identified in Exhibit A; and

WHEREAS, The FY17/18 Biennial Budget provides funding for professional services; and

WHEREAS, Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the City
Administrator secure Council approval prior to authorizing any expenditure over
\$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of La Vista, Nebraska, do
hereby authorize the execution of a professional services agreement with Dixon
Resources Unlimited, in form and content approved by the City Attorney and City
Administrator.

PASSED AND APPROVED THIS 3RD DAY OF OCTOBER, 2017.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

Exhibit A

Cost Proposal

DIXON will provide the services outlined within our Proposal. The Cost Proposal is based upon a Time & Materials (T&M) approach to ensure that the projects are managed in the most cost-effective and efficient manner.

Invoices will be submitted monthly for services performed and expenses incurred as referenced in each IPO (Individual Purchase Order). Each IPO shall contain specific milestones or deliverables that shall be tied to billings/payments.

Billable hours shall be billed at a rate not to exceed the following, unless otherwise outlined in the IPO.

Dixon Resources Unlimited	
Billing Rate Schedule	
Classification	Labor Rate per Hour
Principal Consultant	\$195/hour
Senior Associate	\$165/hour
Associate	\$145/hour
Junior Associate	\$125/hour

Proposal

To: City of La Vista
Brenda Gunn
City Administrator
8116 Park View Boulevard
La Vista, NE 68128

From: Dixon Resources Unlimited
Date: September 6, 2017
Subject: **Proposed Scope of Work for the City of La Vista**
On-call Support

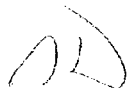
Scope of Work

Dixon Resources Unlimited hereby presents this proposal to provide professional services to the City of La Vista. The scope of the work is open and to be determined by the City, including but not be limited to advisory services related to the coordination of public parking facilities and enforcement.

We are prepared to begin work immediately upon the City's endorsement of this letter.

Billing will occur on an hourly basis, plus reimbursable expenses incurred, as outlined in the attached exhibit. Rates may be adjusted annually, starting one year from the signing of this letter by the City. Invoices will be submitted monthly and are due within 45 days. Services may be suspended by either party with written notice.

Sincerely,



Julie Dixon
Principal Consultant
Dixon Resources Unlimited

Accepted By:

City of La Vista

Date