



## City of San Luis Budget Adjustment Form

**Reason for Budget Adjustment:**

**Administration:** Budget transfer is needed to cover cost for FY 2024-2025 of Consultant Engineering, Inc. contract for the Cesar Chavez Boulevard Project.

Account Number	Account Name	Amended Budget FY23/24	Budget to be revised (Add to)	Budget to be decreased (taken from)	Available Balance Budget FY 23/24
200-860-90010	Do Not Have Access			47,000.00	\$47,000
255-210-90010	Do Not Have Access		47,000.00		\$47,000
					-
					-
					-
					-
					-
					-
					-
					-
					-
<b>Total</b>			\$47,000.00	\$47,000.00	

Department Head \_\_\_\_\_ Date 6/20/24  
 City Manager \_\_\_\_\_ Date \_\_\_\_\_  
 Finance Department \_\_\_\_\_ Date \_\_\_\_\_



# AGENDA ITEM REVIEW FORM

**Regular City Council Meeting**

**6. B.**

**Meeting Date:** 06/26/2024

**Department Head:** Jenny Torres, Acting City Manager, Administration

**Submitted By:** Jenny Torres, Acting City Manager, Administration

**Action Requested:** Motion

**ITEM:**

Discussion and possible action on any and all matters regarding the award of a contract to Consultant Engineering, Inc., for the Cesar Chavez Boulevard Project. **(Jenny Torres, Acting City Manager)**

**SUMMARY:**

On October 13, 2021, the City of San Luis approved an amendment to the Intergovernmental Agreement authorizing the Federal Highway Administration (FHWA) to reallocate of the balance of \$431,894.00 from the environmental and design budget to the right of way acquisition. On January 12, 2022, the city received three (3) proposals to provide professional services for right-of-way (ROW) acquisitions of private properties for the Cesar Chavez Boulevard project. The city awarded a contract to Consultant Engineering, Inc. (CEI). All consultants were on the approved Arizona Department of Transportation (ADOT) list. On October 23, 2023, the city approved an amendment to the CEI contract to extend the schedule to June 30, 2024.

As the project moves to 60% design, the city will be required to obtain one (1) additional right-of-way from a private property owner and ten (10) temporary construction easements from private property owners for the project. CEI submitted a new proposal for these services. The city will use the approximately \$34,000.00 from the remaining funds of this grant. In addition, the city requested to use the remaining funds from the Arizona State Match Advantage for Rural Transportation (AZSMART) fund and appropriations funds to cover the expenses of the acquisition of the right of way and Temporary Construction Easements (TCE). If this is not approved, the city intends to use funds allocated in the FY-2024-25 fiscal budget to cover these expenses.

Staff is recommending the award of the contract to CEI consultant in the amount of \$80,192.85.

**RECOMMENDATION / SUGGESTED MOTION:**

**I MOVE TO AWARD THE CONTRACT TO CONSULTANT ENGINEERING, INC. IN THE AMOUNT OF \$80,192.85, AS PRESENTED.**

**Fiscal Impact**

<b>IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:</b>	Yes
<b>CITY/STATE/FEDERAL FUNDS:</b>	City
<b>TOTAL:</b>	\$80,192.85
<b>BUDGETED AMOUNT:</b>	See fiscal Impact statement
<b>AVAILABLE AMOUNT TO TRANSFER:</b>	See fiscal impact statement

**ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:** See fiscal impact statement  
**FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):**

Under the FHWA grant, account 255-210-90010 has a balance of \$34,000.00. The City will need to transfer \$47,000.00 from account 200-860-90010 to cover the cost of this contract in FY2024-2025.

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**Attachments**

Professional Services Contract

CEI Proposal

Roll Plot

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## Viviana Briones

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**From:** Viviana Briones  
**Sent:** Thursday, June 20, 2024 4:34 PM  
**To:** Miguel Ramirez  
**Cc:** Roula Encinas; Jenny Torres  
**Subject:** Account Name & Amended Budget  
**Attachments:** 20240620162738.pdf

Good afternoon Miguel,

See attached agenda item.

Per Jenny request, can I have the account name and amended budget for highlighted accounts to prepare a budget adjustment.

Let me know if you have questions.

Thank you