



## City Manager Agreement Approval Signature Routing Sheet

---

**TO:**

Karen L. McLaughlin, City Manager

**DATE: 9/6/12****FROM:**Department of Public Works  
Alfredo Mijango, Assistant Engineer

---

**ITEM:**

Professional Services Agreement with Quartaroli and Associates, Inc. to provide as-needed surveying services.

---

**PROJECT:**

Identified on project-by-project basis

---

**EXPLANATION / RATIONALE FOR AGREEMENT:**

Surveying services are needed from time-to-time on various Public Works projects. This agreement provides a mechanism to obtain the needed services in a timely manner. The proposed agreement duration is 2 years, and the proposed not-to-exceed budget is \$24,000.

---

**FINANCIAL INFORMATION:**

Services will be billed to the accounts for the projects needing the surveying services.

Cost: \$24,000

Funds Budgeted in Account(s): identified on project-by-project basis

CIP Project No.: identified on project-by-project basis

---

**APPROVALS:**

Approved as to Form by City Attorney:

see attached

Approved by Deputy Public Works Director:

Phil Govea  
(signature)9/6/12  
Date

Approved by Director of Finance:

DM  
(signature)9/24/12  
Date

Approved by City Manager:

Karen McLaughlin  
(signature)10/2/12  
Date