

**RESOLUTION NO. 2023 – \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS  
AUTHORIZING THE CITY MANAGER TO EXECUTE A SECOND ADDENDUM TO THE  
PROFESSIONAL SERVICES AGREEMENT WITH TRUE NORTH RESEARCH, INC. FOR  
SURVEY SERVICES FOR AN ADDITIONAL THREE YEARS.**

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**WHEREAS**, the City of San Carlos (“City”) conducts annual surveys of its citizens to inform staff and the City Council’s decision making during strategic planning and budget planning sessions; and

**WHEREAS**, on August 25, 2020, staff issued a request for proposals for community survey services; and

**WHEREAS**, the City entered into an agreement for professional services (“Agreement”) with True North Research, Inc. (“True North”) on October 14, 2020 to perform two community surveys for \$57,520; and

**WHEREAS**, on September 24, 2021, the City and True North executed an addendum to the Agreement to conduct an East Side Vision Plan Survey on behalf of the Community Development Department for \$16,500 and increased the total contract value to \$73,960; and

**WHEREAS**, both the City and True North have satisfactorily completed their duties and obligations under the terms of the October 14, 2020 Agreement and September 24, 2021 Addendum; and

**WHEREAS**, staff values True North’s expertise, survey methodology, project deliverables, and ability to compare year-over-year data, and seeks to extend the Agreement with True North to provide three additional surveys over the next three years for \$89,160 which would increase the total contract value to \$162,820; and

**WHEREAS**, “the City Council may authorize award and execution of service contracts in excess of seventy-five thousand dollars with no competitive proposals where experience with the proposed service provider has demonstrated competence and satisfactory performance or in the renewal or renegotiation of existing contracts for continuing services” per Section 3.12.260(E)(3) of the City’s Municipal Code; and

**WHEREAS**, contracts for major services valued at more than \$75,000 “shall be reviewed and awarded by the City Council” per Section 3.12.260(B)(3) of the City’s Municipal Code.

**NOW, THEREFORE BE IT RESOLVED**, that the San Carlos City Council authorizes the City Manager to execute a second addendum to the Agreement with True North Research, Inc. for survey services for an additional three years.

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I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 13<sup>th</sup> day of February 2023, by the following vote:

**AYES, COUNCILMEMBERS:**

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**NOES, COUNCILMEMBERS:**

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**ABSENT, COUNCILMEMBERS:**

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**CITY CLERK** of the City of San Carlos

APPROVED:

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**MAYOR** of the City of San Carlos