



City Council Memorandum

To: Mayor Fasbender & City Councilmembers
From: John Hinzman, Community Development Director
Date: December 18, 2023
Item: Authorize Signature: 1st Amendment – Agreement for Professional Services –
Dunn Solutions

Council Action Requested:

Authorize signature of the attached 1st Amendment to the Agreement for Professional Services between the City and Dunn Solutions, LLC (Travis Dunn) to perform certain building inspection and plan review duties. A simple majority is necessary for action.

Background:

The City Council authorized signature of the Agreement on June 26, 2023 in order to continue performance of certain building review and inspection duties while the City hired a new Building Official. The Agreement is set to expire on December 26, 2023. Most duties have now been assumed through the hiring of Lonnie Johnson; however there are four projects that Travis is in the process of reviewing and inspecting that will extend beyond the present contract deadline. The Amendment extends the contract until completion of the projects of six months, whichever comes first.

Financial Impact:

Proceeds for contract payment would be collected through Building Department revenue. There would also be a salary savings due to the past vacancy of the Building Official position.

Advisory Commission Discussion:

N/A

Attachments:

- 1st Amendment - Agreement for Professional Services – Dunn Solutions.

FIRST AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES

THIS FIRST AMENDMENT (“Amendment”) is made and executed this ____ day of _____, 2023, by and between the City of Hastings, 101 4th Street East, Hastings, Minnesota, 55033, (“City”) and Dunn Solutions, LLC, 30747 670th Street, Lake City, Minnesota, 55041 (“Consultant”).

WHEREAS, the City entered into an Agreement for Professional Services on June 26, 2023 (“Original Agreement”) for a Term that expires on December 26, 2023; and

WHEREAS, pursuant to Section 3 of the Original Agreement, the parties may extend the Term of the Original Agreement by mutual written consent; and

WHEREAS, the City desires to continue to extend the Term of the Original Agreement for specific projects until such projects are completed or for a period of an additional six (6) months, whichever occurs first; and

WHEREAS, Consultant is willing to extend the Term of the contract according to those conditions.

NOW THEREFORE, in consideration of the mutual consideration contained herein, it is hereby agreed as follows:

- I. Section 3 of the Original Agreement is hereby deleted in its entirety and replaced as follows:

3. TERM. The Term of the Contractor shall be for a period of time necessary for Consultant to perform Services for the following projects through completion of the projects, or for a period of six (6) months, whichever occurs first:

- a. Building Permit #BP2023-992 – 1175 Nininger Road – Loading Dock & Canopy
 - b. Building Permit #BP2023-903 – 1600 Highway 55 – Juvenile Services Center – Remodel four living units
 - c. Building Permit #BP 2023-732 – 1580 Highway 55 – Law Enforcement Center – 8100 Cell Block Improvements
 - d. Building Permit #BP 2022-1254 – 1580 Highway 55 – Law Enforcement Center – 3100 & 7100 Cell Block Improvements

This Agreement may be extended upon the written mutual consent of the parties for such additional periods as they deem appropriate, and upon the same terms and conditions as stated herein.

II. The remaining terms and conditions of the Original Agreement remain unchanged.

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CITY OF HASTINGS

By: _____
Mary Fasbender, Mayor

By: _____
Kelly Murtaugh, City Clerk

Date: _____

DUNN SOLUTIONS, LLC

By: _____
Travis Dunn

Its: _____

Date: _____