

RESOLUTION NO. 145-2023

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA  
APPROVING CONSULTANT SERVICES AGREEMENT BETWEEN THE CITY AND  
TOWNSEND PUBLIC AFFAIRS TO PROVIDE FULL-SERVICE GRANT MANAGEMENT**

**WHEREAS**, the City has identified various critical infrastructure and operational needs that are not fully funded in the adopted Capital Improvement Program.

**WHEREAS**, the City does not have the capacity to provide full-service grant management in-house and has been utilizing CA Consulting services for these purpose since 2022.

**WHEREAS**, the City has recently completed a competitive selection process for the grant consulting services, and assigned the selection committee to evaluate all proposals received in response to the RFP.

**WHEREAS**, the City wishes to enter into an agreement with Townsend Public Affairs to pursue grant opportunities to help fund diverse City needs.

**NOW, THEREFORE**, be it resolved by the City Council of the City of Pacifica, California, to authorize the City Manager to execute a contract with Townsend Public Affairs for one year, with an option to extend for two additional years with a budget authority not to exceed \$60,000 per year and up to 5% contingency for CPI adjustment in future years if the contract extension is granted beyond the first year.

. . . . .

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Pacifica, California, held on the 11<sup>th</sup> day of December, 2023, by the following vote:

**AYES**, Councilmembers: *Beckmeyer, Bier, Bigstycyk, Böles, Uderhaus*

**NOES**, Councilmembers: *n/a*

**ABSENT**, Councilmembers: *n/a*

**ABSTAIN**, Councilmembers: *n/a*

*Tygarjas Twyrle Bigstycyk*  
Tygarjas Twyrle Bigstycyk, Mayor

ATTEST:

*Sarah Coffey*  
Sarah Coffey, City Clerk

APPROVED AS TO FORM:

*Michelle Kenyon*  
Michelle Kenyon, City Attorney