



TOWN OF HORIZON CITY MEMORANDUM

Date: July 3, 2025

To: Honorable Mayor and Members of City Council

From: Teresa Quezada, CIP Manager *TQ*

SUBJECT: Regarding a Resolution authorizing that the Mayor be authorized to approve, in consultation with the City Attorney and the Chief Financial Officer, minor amendments to the Professional Services Agreement (AIA Document B101-2007) between the Town of Horizon City and EXIGO Architecture, L.L.C. dated February 18, 2020; provided each such amendment shall not exceed the amount of \$10,000.00 and the total amount of such amendments shall not exceed \$50,000.00.

Background

City Council approved an agreement with Exigo Architecture, LLC on February 18, 2020. This agreement was in AIA document B101-2007 format to comply with federal requirements because, at the time of the agreement, the City anticipated using federal funds for the design and construction of the Municipal Facilities buildings.

Since the agreement followed a different format than the usual design services agreements, the agreement did not include a provision to authorize the Mayor to approve minor amendments to the agreement to allow the intent of the design and project to continue. Language such as this is customary in most of the City's agreements since it facilitates progress on projects.

Item Description

This resolution authorizes the Mayor, in consultation with the City Attorney and Chief Financial Officer, to approve minor amendments to the design agreement with Exigo for the Municipal Facilities project. Each amendment must be \$10,000 or less and the total amount of the minor amendments shall not exceed \$50,000.

Requested Action

Staff recommends approval of this resolution.

Fiscal Impact

This resolution does not have a fiscal impact on its own, however, the individual approvals will increase the cost of the project based on the individual amendment amounts. The maximum fiscal impact based on the authority granted to the Mayor is \$50,000. Amendments approved by the Mayor would be funded through the Municipal Facilities project.

Attachments: Resolution