



# City of Killeen

## Legislation Text

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File #: RS-22-058, Version: 1

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Consider a memorandum/resolution approving a professional services agreement with Meeting the Challenge, A CP&Y Company, for consulting services related to Americans with Disabilities Act compliance in the amount of \$197,710.

**DATE:** May 3, 2022

**TO:** Kent Cagle, City Manager

**FROM:** Leslie Hinkle, Executive Director of Community Development

**SUBJECT:** Professional Services Agreement for Consulting Services with Meeting the Challenge, a CP&Y Company, related to ADA compliance.

### **BACKGROUND AND FINDINGS:**

In June 2020, the City of Killeen entered into a settlement agreement with the Department of Justice that requires the City to complete a self-evaluation plan of all city facilities, develop a transition plan along with an assessment of our public rights of way, and conduct public outreach activities. The goal is to approach these requirements in two phases. Phase I will consist of the self-evaluation and will include a review of all policies and procedures, an audit and analysis of city facilities and parks, and a website review. Phase II will consist of assessment of public rights of way and further public outreach activities that need to be completed. The City has met with consulting firms over the past year to gauge the required scope of work that needs to be performed to stay in compliance with the terms of the DOJ settlement agreement. Meeting the Challenge, a CP&Y Company, presented the best proposal to meet the City's needs. They have the experience, knowledge, and level of commitment to lead the City through this phase.

### **THE ALTERNATIVES CONSIDERED:**

1. Do not enter into an agreement for professional consulting services with Meeting the Challenge, A CP&Y Company.
2. Enter into an agreement for professional consulting services with Meeting the Challenge, a CP&Y Company.

### **Which alternative is recommended? Why?**

Alternative #2 is recommended because Meeting the Challenge, A CP&Y Company is an ADA consulting firm that serves state and local governments and has the expertise to ensure that we continue meeting the terms of the settlement agreement and undertake the appropriate actions and not squander City resources on the completion of ADA improvements or services that need not be altered.

**CONFORMITY TO CITY POLICY:**

Yes

**FINANCIAL IMPACT:**

**What is the amount of the expenditure in the current fiscal year? For future years?**

The proposed fee for Phase I of this project is \$197,710.00. Going forward into future years, the anticipated costs for Phase II would have to be negotiated separately.

**Is this a one-time or recurring expenditure?**

Phase I of this project is a one-time cost.

**Is this expenditure budgeted?**

Yes, funding is available in the Governmental CIP fund in account 349-8932-493.47-99.

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes

**RECOMMENDATION:**

City Council approve the professional services agreement with Meeting the Challenge, A CP&Y Company, providing services relating to the ADA settlement agreement with Department of Justice in the amount of \$197,710.

**DEPARTMENTAL CLEARANCES:**

Legal  
Finance

**ATTACHED SUPPORTING DOCUMENTS:**

Agreement  
Certificate of Interested Parties