



# City of Kansas City, Missouri

## Docket Memo

Ordinance/Resolution #: 260602

Submitted Department/Preparer: General Services

Revised 01/30/25

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

### Executive Summary

Authorizing the Manager of Procurement Services to execute a contract renewal for EV2924-10 which is an indefinite delivery/indefinite quantity (IDIQ) contract for Environmental Services exceeding \$1,000,000 with Tetra Tech, Inc. from funds previously appropriated; and authorizing additional contract renewals with council approval.

### Discussion

The original contract with Tetra Tech, Inc. was entered into on May 23, 2023 and authorized five (5) renewal options.

### Fiscal Impact

1. Is this legislation included in the adopted budget?  Yes  No
2. What is the funding source?  
Purchase orders from previously appropriated funds in department budgets.
3. How does the legislation affect the current fiscal year?  
Previously appropriated funds.
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.  
This contract has the option for renewal in future years with council approval.
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?

No

**Office of Management and Budget Review**

(OMB Staff will complete this section.)

- 1. This legislation is supported by the general fund.  Yes  No
- 2. This fund has a structural imbalance.  Yes  No
- 3. Account string has been verified/confirmed.  Yes  No

**Additional Discussion (if needed)**

Departments will utilize this contract with previously appropriated funds through Purchase Orders after Finance verifies there is sufficient funding for said Purchase Orders.

**Citywide Business Plan (CWBP) Impact**

- 1. View the [Adopted 2025-2029 Citywide Business Plan](#)
- 2. Which CWBP goal is most impacted by this legislation?  
Finance and Governance (Press tab after selecting.)
- 3. Which objectives are impacted by this legislation (select all that apply):
  - Ensure City Government is responsive, representative, engaged, and transparent; particularly when faced with unforeseen challenges.
  - Operate an efficient City government workforce through effective employee recruitment, development, retention, and engagement.
  - Present a realistic view of financial indicators for improved communications on impact to the City.
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**Prior Legislation**

N/A

**Service Level Impacts**

N/A

## Staff Recommendation

General Services

Select One:  Sponsored  
 Directive: Res/Ord # [Click to enter Res/Ord. No.](#)

Select One:  Recommend  
 Do Not Recommend  
 Not Applicable

[Click or tap here to provide reasoning.](#)

## Other Impacts

1. What will be the potential health impacts to any affected groups?  
N/A
2. How have those groups been engaged and involved in the development of this ordinance?  
N/A
3. How does this legislation contribute to a sustainable Kansas City?  
N/A
4. Does this legislation create or preserve new housing units?  
No (Press tab after selecting)

[Click or tap here to enter text.](#)

[Click or tap here to enter text.](#)

5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

No - CREO's review is not applicable (Press tab after selecting)

Please provide reasoning why not:

Click or tap here to enter text.

6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

Click or tap here to enter text.

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?

No(Press tab after selecting)