



CITY OF DUNWOODY

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Dunwoody, GA 30346

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www.dunwoodyga.gov

MEMORANDUM

To: Mayor and City Council

From: Christopher Pike, Finance Director

Date: October 25, 2010

Subject: Contract Amendment to CGA for certain administrative functions

ITEM DESCRIPTION

Approval of contract terms with Calvin Giordano & Associates for the staffing of administrative staffing functions.

BACKGROUND

During the budget workshop, discussion included a contract amendment with CGA.

ISSUES

Funding for this amendment is already included in the proposed 2011 budget.

ALTERNATIVES

Council may choose to deny the amendment.

RECOMMENDED ACTIONS

It is respectfully requested that Council approve the amendment to CGA's contract.



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS

October 12, 2010

Warren Hutmacher
City Manager
City of Dunwoody
42 Perimeter Center East, Suite 250
Dunwoody, GA 30346

RE: City of Dunwoody/Calvin, Giordano & Associates 2011 Contract
Amendment/ Letter of Understanding

Dear Mr. Hutmacher:

Please accept this correspondence in the form of a Letter of Understanding, to memorialize the discussions and consensus reached by the Dunwoody City Council on October 11, 2010. It is understood by both the City and CGA that the 2011 Professional Services Contract for Finance and Administrative Services will be amended as follows. The Marketing Manager position will be expanded from part time to full time with full benefits, at an annual fee increase of \$25,000. Additionally, the annual inflationary increase on the new base contract amount will equate to a 5% adjustment. The combined result of these current amendments for 2011 equates to an annual total contract fee of \$1,975,795. If any minor revisions to this calculation are identified subsequently, we anticipate no substantive change.

Thank you again for the opportunity to continue serving the City of Dunwoody. CGA and our valued partner, JAT Consulting, Inc., greatly appreciate the City's cooperation, support and business. Collectively CGA and JAT look forward to more progress and successes in 2011 and beyond. If you require any additional information or action, please contact me at 954-921-7781.

Thank you,

CALVIN, GIORDANO & ASSOCIATES, INC.

Dennis Giordano
President

Ken Wright
City of Dunwoody, Mayor

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& Inspection
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