



**Background Paper for Proposed
Resolution**

COUNCIL MEETING DATE: August 8, 2022

TO: President Heather M. Graham and Members of City Council

CC: Nicholas A. Gradisar, Mayor

VIA: Marisa Stoller, City Clerk

FROM: Laura Solano, Chief of Staff

SUBJECT: A RESOLUTION AWARDING AN AGREEMENT FOR PROFESSIONAL SERVICES IN THE AMOUNT OF \$8,000 TO SHERIE SHAFFER TO COMPLETE WORK AS THE SUCCESSION PLANNING COORDINATOR FOR PUEBLO FOOD PROJECT IN PARTNERSHIP WITH CIVIC CANOPY

SUMMARY:

Attached is a Resolution awarding an Agreement for Professional Services to Sherie Shaffer to complete work as the Succession Planning Coordinator for the Pueblo Food Project.

PREVIOUS COUNCIL ACTION:

Not applicable to this Resolution.

BACKGROUND:

The City of Pueblo through the Pueblo Food Project solicited requests for proposals to assist Civic Canopy in completing Succession Planning for the Pueblo Food Project. Succession Planning includes many meetings, data review, and decision making for the future of the project. Civic Canopy is providing its services to the Pueblo Food Project for free as a contractor with the Colorado Health Foundation.

Three proposals were received from community members and after review from Pueblo Food Project leadership, Sherie Shaffer was chosen.

FINANCIAL IMPLICATIONS:

Funding in the amount of \$8,000 will be paid out of Project No. CI2014 for this service.

BOARD/COMMISSION RECOMMENDATION:

Not applicable to this Resolution.

STAKEHOLDER PROCESS:

Not applicable to this Resolution.

ALTERNATIVES:

Not applicable to this Resolution.

RECOMMENDATION:

Approval of the Resolution.

Attachments:

Agreement for Professional Services

RESOLUTION NO. 14966

A RESOLUTION AWARDING AN AGREEMENT FOR PROFESSIONAL SERVICES IN THE AMOUNT OF \$8,000 TO SHERIE SHAFFER TO COMPLETE WORK AS THE SUCCESSION PLANNING COORDINATOR FOR PUEBLO FOOD PROJECT IN PARTNERSHIP WITH CIVIC CANOPY

WHEREAS, competitive bids for the Succession Planning Coordinator have been received and examined; and

WHEREAS, the proposal of Sherie Shaffer of Pueblo, Colorado was the lowest of those bids determined to be responsive for the assessment, and the Committee of Awards recommends to the City Council that it authorize Project Pueblo Food Project Succession Planning Coordinator; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF PUEBLO, that:

SECTION 1.

City Council authorizes Project Pueblo Food Project Succession Planning Coordinator to be performed and the agreement for said project is hereby awarded to Sherie Shaffer in the amount of \$8,000.

SECTION 2.

The Agreement for Professional Services between the City of Pueblo, a Municipal Corporation, and Sherie Shaffer, which is attached hereto and incorporated herein, having been approved as to form by the City Attorney, is hereby approved.

SECTION 3.

Funds for the Project Pueblo Food Project Succession Planning Coordinator shall be paid from Project No. CI2014.

SECTION 4.

The Purchasing Agent is hereby authorized to execute said contract on behalf of the City of Pueblo, A Municipal Corporation, and the City Clerk shall affix the seal of the City thereto and attest same.

SECTION 5.

The officers and staff of the City are authorized to perform any and all acts consistent with the intent of this Resolution and the contract to effectuate the transactions described therein.

SECTION 6.

This Resolution shall become effective immediately upon passage and approval.

INTRODUCED August 8, 2022

BY: Vicente Martinez Ortega
MEMBER OF CITY COUNCIL

APPROVED: 
PRESIDENT OF CITY COUNCIL

ATTESTED BY: 
CITY CLERK