

May 22, 2024

**To:** Mayor and Members of City Council  
**From:** Sheryl M. M. Long, City Manager  
**Subject:** **Emergency Ordinance – OES: Moral Obligation Payment to Atlas Technical Consultants LLC**

202401430

Attached is an Emergency Ordinance captioned:

**AUTHORIZING** a payment of \$27,663.65 to ATC Group Services LLC dba Atlas Technical Consultants LLC from the Office of Environment and Sustainability (“OES”) General Fund non-personnel operating budget account no. 050x104x5000x7289 as a moral obligation for outstanding charges related to consultation services provided to OES for additional food and yard waste services and request for proposal (RFP) preparation for curbside cart containers in March and April 2024.

This Emergency Ordinance authorizes a payment of \$27,663.65 to ATC Group Services LLC dba Atlas Technical Consultants LLC (Atlas) from the Office of Environment and Sustainability (“OES”) General Fund non-personnel operating budget account no. 050x104x5000x7289 as a moral obligation for outstanding charges related to consultation services provided to OES for additional food and yard waste services and request for proposal (RFP) preparation for curbside cart containers in March and April 2024.

The City entered into a professional services work order agreement with Atlas for an original scope of work related to the City Recycling Services Procurement in November 2022. The original work order expired on May 31, 2023, after the master service agreement expired on December 31, 2022.

OES submitted a change order waiver to the City’s Office of Procurement for additional services needed from Atlas. Prior to receiving approval for the waiver, Atlas began work on additional consultation services. Because Atlas began work prior to receiving approval for the waiver, the waiver was denied, which necessitates a moral obligation.

Sufficient resources are available in OES General Fund non-personnel operating budget account no. 050x104x5000x7289 to pay Atlas for the services provided to OES.

The reason for the emergency is the immediate need to pay Atlas in a timely manner for the outstanding changes for services provided to the City.

The Administration recommends passage of this Emergency Ordinance.

cc: Andrew M. Dudas, Budget Director  
Karen Alder, Finance Director



Attachment