

CITY OF JOHNSTOWN, PENNSYLVANIA
RESOLUTION NO. 10233

A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF JOHNSTOWN, CAMBRIA COUNTY, PENNSYLVANIA, APPROVING AND ENTERING INTO AN AGREEMENT BETWEEN THE CITY AND STRATEGIC SOLUTIONS, LLC, FOR INTERIM CITY MANAGEMENT SERVICES AND AUTHORIZING ACTING CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE SAME CONTINGENT UPON APPROVAL OF CITY SOLICITOR.

WHEREAS, the City desires to secure Interim City Management and Consulting Services to supplement and support the City during the period in which it searches for a candidate for the City Management position; and

WHEREAS, the City desires to enter into a contract for this work as set forth within the Agreement for Professional Services and Scope of Services attached to this Resolution; and

WHEREAS, the proposed Agreement for professional services to be provided by Strategic Solutions, LLC, on a month to month basis; and

WHEREAS, the parties agree and understand that the services of Strategic Solutions, LLC are intended to be provided until the point at which the City of Johnstown secures a full-time City Manager; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Johnstown, Cambria County, Pennsylvania that the City hereby approves the agreement between the City and Strategic Solutions, LLC for Interim City Management Services, and authorizes Acting City Manager to take all actions necessary to effectuate same, contingent upon review and approval of the City Solicitor.

ADOPTED:

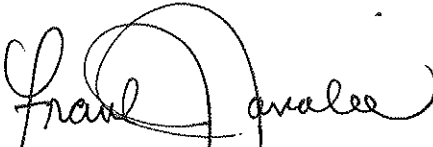
November 20, 2019

By the following Vote:

Yeas: Mayor Janakovic, Rev. King, Mrs. Mock, Mr. Vitovich. (4)

Nays: None (0)

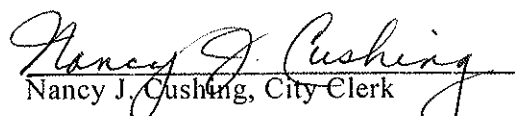
Absent: Mr. Williams, Mrs. Stanton, Mr. Britt (3)



Frank J. Janakovic, Mayor
Marie Mock, Deputy Mayor

ATTEST:

I do hereby certify that the foregoing is a true and correct copy of Resolution No. **10233** as the same adopted by the City Council of the City of Johnstown, Pennsylvania.



Nancy J. Cushing, City Clerk



Listen. Engage. Advise.

November 11, 2019

Mayor Frank Janakovic and City Council
City of Johnstown
401 Main Street
Johnstown, PA 15901

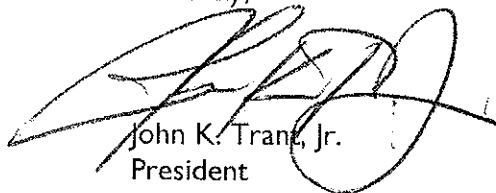
RE: Proposal for Interim City Management Services

Dear Mayor Janakovic and City Council:

Thank you for the opportunity to submit this proposal. Based upon the information we received, I understand that the City of Johnstown wishes to engage a qualified professional to provide city management consulting services. I am pleased to submit this proposal to provide these services for your consideration.

Please contact me at (412) 443-3317 or by e-mail (John@Strategic-SolutionsLLC.com) if you have any questions or if you need any additional information. Thank you for your consideration.

Sincerely,



John K. Tran, Jr.
President
Strategic Solutions LLC

○ 412-857-2151

○ www.Strategic-SolutionsLLC.com

○ 524 Sandrae Dr. Pittsburgh, Pa 15243

○ John@Strategic-SolutionsLLC.com

Goal:

STRATEGIC SOLUTIONS LLC will provide professional interim city management services to the City of Johnstown.

Approach:

At the direction of City Council, with regard to priorities and timing, we will perform the following tasks on a monthly basis. The number, type, and duration of the tasks completed during a month will be dictated by Council's direction and limited by this scope of work and the maximum number of hours per this proposal.

Task 1- General Management: Our team will provide management services for general administration operations. Services may include coordination of department activities, staff meetings, on-site management coordination, and telephone support during normal business hours.

Task 2- Attendance at Meetings (As Needed): Our team will assist with preparation of the agenda and oversight of the preparation of minutes and will attend up to two elected or appointed officials' meetings per month.

Schedule:

Management services will be provided with two days on-site at the City municipal offices per week, generally. Up to six hours on-site and one half of travel time (approx. two hours) will be billable per day. Response to typical/routine email and phone correspondence during all regular weekday business hours (Monday through Thursday) is included.

Work can begin the week of December 3, 2019 and continue on a month-to-month basis.

Cost:

Hourly rates per the attached rate sheet not to exceed \$8,000, billed monthly.

John Trant, Principal, will lead the effort, be the primary point of contact, and perform on the on-site hours.

Chelsea Puff, Project Manager, will provide support on an as-needed basis.