

**STAFF REPORT**  
**City of Lancaster**

CC 17
11/12/2024
TN

Date: November 12, 2024  
To: Mayor Parris and City Council Members  
From: Trolis Niebla, City Manager  
Subject: Professional Services Agreement – Frydman Counsel

**Recommendations:**

1. It is recommended that the City Council approve the Professional Services Agreement with Frydman Counsel in an amount not to exceed \$474,000.00, and authorize the City Manager, or his designee, to sign all documents; and
2. Approve an appropriation of \$474,000.00 from General Fund Balance to 10110000.5710
3. Authorize the City Manager, or his designee, to execute any additional amendments to the Agreement deemed necessary to complete the project in a form approved by the City Attorney; and
4. Find that this item is not a project pursuant to the California Environmental Quality Act (CEQA).

**Fiscal Impact:**

Please appropriate \$474,000 from General Fund Balance into Account Number 10110000.5710.

**Background:**

Since July 2024, Frydman Counsel and the City of Lancaster have collaborated to empower City executive staff with the knowledge, skills, and resilience in order to lead the City effectively. In addition to their ongoing efforts, Frydman Counsel has been instrumental in providing strategic implementation for the City of Lancaster employees through in person, one on one coaching sessions, as well as delivering a strategic plan.

The City Manager's Office is requesting to approve a Professional Services Agreement with Frydman Counsel in a not-to-exceed amount of \$474,000.00 for specific proposals focusing on the following services until December 31, 2025:

- Leadership Academy,
- Executive Coaching,
- Strategic Planning for the First Public Hydrogen (FPH2) Utility,
- Citywide Checklist System for each Department.

The methods in this plan are designed to establish a reliable framework for quality and efficiency in City operations. Through strategic planning, each proposal will benefit from increased clarity, efficiency, accountability, and fostering a culture of excellence and reliability. This investment will deliver long term, sustainable improvements in service delivery for the City and its residents.

**Attachment:**

Professional Services Agreement  
Sole Source Memo