



AGREEMENT

THIS AGREEMENT, made this 6th day of March 2023, by and between the **City of Durango**, hereinafter called, "Contracting Agency" and **Tomas Gonzalez**, hereinafter called "Consultant".

WITNESSETH:

That for and in consideration of the payments and agreements hereinafter mentioned:

1. The Consultant will commence and complete the project by 06/30/2023.
2. The Contracting Agency will provide Consultant with a laptop and a Microsoft office account. The Consultant will furnish all other materials, supplies, labor, and other services necessary for the completion of the project described herein. All work shall be completed in a professional manner per current City of Durango standards, bid specifications, and industry standards.
3. Overruns shall not be allowed, without prior written approval from the City of Durango Manager, José R. Madrigal, or his designee.
4. The Consultant will commence the work required by the City and will complete the project as specified in the scope of work described herein unless the period for completion is extended otherwise by the City Manager.
5. The City shall pay the Consultant, in current funds, for the Consultant's performance of the Contract in monthly payments in the amount of \$8,750, The Consultant agrees to perform all the Work described in the scope of work and comply with the terms.

6. Based upon Invoices submitted by the Consultant, the City shall make payments to the Consultant for actual work performed. Invoices shall indicate a description of the work performed and percentage completion, as specified. All payments shall be paid no later than thirty (30) days from the receipt of the invoice.
7. Final payment, constituting the remainder of the entire Contract Sum, shall be made by the City to the Consultant when (1) the Contract has been fully performed by the Consultant and accepted by the City; and (2) such final payment shall be made by the City not more than 30 days after the receipt of the total invoice for the Project.
8. The Contracting Agency certifies that funds have been appropriated and will pay to the Consultant such amounts as required by this agreement.
9. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.
10. This Agreement may be terminated by the City upon at least seven (7) days written notice to the Consultant in the event that the Project is permanently abandoned, or in the event circumstances dictate that the project be terminated at the discretion of the City.

(The remainder of this page is left blank intentionally)

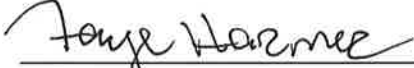
IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials, two (2) copies of this agreement, each of which shall be deemed an original on the date first above written.



CITY:
CITY OF DURANGO

By: 
José R. Madrigal
City Manager
949 E 2nd Avenue
Durango CO 81301

ATTEST:


Faye Harmer
City Clerk

CONTRACTOR:
(NAME OF FIRM OR CONTRACTOR)

Firm Name: Tomas Gonzalez


Signature

March 06, 2023
Date

Scope of Services

1. Work with the current Finance Director for a transition plan with her retirement effective on April 3, 2023.
2. Provide guidance and direction to the Acting Finance Director to complete the 2022 Annual Comprehensive Financial Report.
3. Focus on the financial aspects necessary as a core function of all citywide efforts.
4. Assess the current financial resiliency of the organization and provide recommendations and guidance to the Acting Finance Director and City Manager.
5. Make recommendations for process efficiencies and improvements.
6. Assess current staffing capabilities/skills and provide recommendations on how to gain improvement.
7. Provide guidance and make recommendations on the City Strategic Plan and how to integrate it into all levels of the organization.
8. Provide guidance and make recommendations on the City's Expedition to Excellence (Baldrige)
9. Identify gaps for improvements in the City's financial reporting.
10. Review financial policies, procedures, and practices to determine improvements and efficiencies.
11. Leadership System: develop and implement a leadership system by identifying the needs of the financial organization with respect to leadership development needs..
12. Identify methods to not only connect the Finance Department to the mission and vision of the organization but to create "understanding moments" and "buy-in" moments to better integrate the Finance Department.
13. Any other projects as assigned by the City Manager.