

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 05/12/08		Item Number: <u>C-3</u>	
AGENDA ITEM: Approval of an Amendment to an Existing Professional Services Agreement with KOA Corporation for Traffic Engineering/Planning Consulting Services			
Contact Person/Dept.: Mate Gaspar/PW		Phone Number: (310)-253-5602	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Public Notification: Master Notification List (05/07/08) and KOA on (05/08/08).			
Department Approval: Charles D. Herbertson (05/01/08)		City Attorney Approval: Carol Schwab (by H. Baker) (05/06/08)	
Fiscal Impact Review: Jeff Muir (by M. Noller) (05/07/08)		City Manager Approval: Jerry B. Fulwood (05/07/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve an amendment to an existing professional services agreement with KOA Corporation for on-call Traffic Engineering/Planning Consulting services in an additional amount not-to-exceed \$25,000. <u>BACKGROUND:</u> In September 2004, the Council approved a professional services agreement with KOA for on-call traffic engineering consulting services. Several of the recent services that KOA has provided to Culver City include: • Striping plan for Culver Boulevard and Motor Avenue • Traffic signal warrant study for McLaughlin Avenue and Washington Boulevard and Berryman Avenue and Washington Boulevard • Traffic signal study at Overland Avenue and Washington Boulevard intersection • Traffic study review of Exposition Light Rail Project • General neighborhood traffic management plan studies • Buckingham Parkway/Sumner pedestrian crosswalk On February 11, 2008, the Council approved an amendment to the existing professional services agreement with KOA Corporation for on-call traffic engineering consulting services in the amount of \$10,000 until the end of this fiscal year.			

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DISCUSSION:

Since the approval of the amendment on February 11, 2008, staff has continued to use KOA to provide traffic engineering support services. At that time it was estimated that an additional \$10,000 would be needed until the end of this fiscal year. However, the services provided by KOA on the neighborhood traffic management program and various capital projects will exceed \$10,000. In order to complete the necessary traffic engineering consulting services on the various projects with the same consultant, staff is requesting an additional \$25,000. Staff estimates that the additional \$25,000 will be exhausted by September 30, 2008.

KOA has provided excellent services and staff recommends that the Council approve an amendment to this agreement in an additional amount not-to-exceed \$25,000.

In July 2008, staff will issue a Request for a Statement of Qualifications for general traffic engineering support services to various traffic engineering firms. After review, staff will recommend a short list of traffic engineering consultants for consideration by the Council prior to September 2008.

FISCAL ANALYSIS:

KOA will be paid for their services using funds already set aside for engineering services within the budgets of various capital projects that their consulting work will be associated with. Therefore, no new allocation of funds is requested.

ATTACHMENTS:

None

MOTION:

That the City Council:

1. Approve an amendment to an existing professional services agreement with KOA for Traffic Engineering consulting services in an additional amount not-to-exceed \$25,000; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.