

**City of Culver City, California
Agenda Item Report**

Meeting Date: 02/27/2012		Item Number: <u>C-4</u>	
CITY COUNCIL AGENDA ITEM: Approval of an Amendment to the Existing Professional Services Agreement with Bellur Devaraj to Provide General City Engineering Support for the Engineering Division			
Contact Person/Dept.: Mate Gaspar/PW		Phone Number: (310) 253-5602	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (02/22/12); (E-mail) Bellur Devaraj (2/22/12);			
Department Approval: Charles D. Herbertson (02/16/12)		City Attorney Approval: Carol Schwab (by H. Baker) (02/21/12)	
Chief Financial Officer Approval: Jeff Muir (02/22/12)		City Manager Approval: John M. Nachbar (02/22/12)	

RECOMMENDATION:

Staff recommends that the City Council approve an amendment to the existing Professional Services Agreement with Mr. Bellur Devaraj, P.E., by a not-to-exceed amount of \$24,000 (for a total not-to-exceed amount of \$54,000) to provide part-time general city engineering support for the Engineering Division.

BACKGROUND:

In August 2011, an Associate Engineer in the Public Works Department - Engineering Division resigned. The vacancy created an immediate need to fill the position on a part-time basis in order to not delay the management of capital improvement projects.

DISCUSSION:

As approved by the City Manager, a professional services agreement was executed with Mr. Bellur Devaraj, P.E., retired City Engineer from the City of El Segundo, to work part-time to continue the management of the Veteran's Memorial Building refurbishment capital project. This is an important project because the refurbishment work must occur during the first three months of this year. Work on the project is progressing satisfactorily and scheduled for completed by the end of March 2012.

Since 2007, Mr. Devaraj has, on several occasions worked on a part-time basis in the Public Works Department for special projects such as the plan check of the

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Exposition Light Rail Project. Mr. Devaraj has provided excellent services to the City these past 5 years.

FISCAL ANALYSIS:

The existing professional services agreement was administratively approved by the City Manager for an amount not-to-exceed \$30,000.

There will be salary savings (Associate Engineer) in the Engineering Division's operating budget account number 10160500 that are sufficient to cover the contract for Mr. Devaraj. The hourly rate that Mr. Devaraj will charge is \$75 an hour. The \$75 an hour is less than the \$90 an hour Mr. Devaraj charged several years ago.

MOTIONS:

That the City Council:

- 1) Approve an amendment to the existing Professional Services Agreement with Bellur Devaraj to provide part-time general civil engineering support for a not-to-exceed amount of \$54,000, 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.