

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 01/14/08		Item Number: <u>C-6</u>	
AGENDA ITEM: Approval of Amendments to Existing Professional Services Agreements with Peter T. Erdelyi & Associates, Van Dorpe, Chou & Associates, and Hayer Consultants, Inc. for Building Safety Structural Plan Check Services.			
Contact Person/Dept.: Glenn Heald/ CDD		Phone Number: (310) 253-5752	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Master Notification List (01/09/08).			
Department Approval: Sol Blumenfeld (01/02/08)		City Attorney Approval: Carol Schwab (by H. Baker) (01/08/08)	
Fiscal Impact Review: Jeff Muir (by M. Noller) (01/08/08)		City Manager Approval Jerry B. Fulwood (01/09/08)	

RECOMMENDATION:

Staff recommends the City Council approve amendments to professional services agreements with Peter T. Erdelyi & Associates ("Erdelyi"), Van Dorpe, Chou & Associates ("VCA"), and Hayer Consultants, Inc. ("HCI"), for structural plan check services in a total amount not to exceed \$35,000.

BACKGROUND/DISCUSSION:

Plans for large development projects at 12402 Washington Place and 9900 Culver Boulevard have recently been submitted to the Building Safety Division. At the present time, staff is operating at capacity and is unable to perform the necessary structural plan checks for these new projects in a timely manner. Due to the time sensitivity of the plan check process, and to avoid costly and unnecessary delays to the developers, staff is requesting authorization to amend existing contracts with professional firms for structural plan check services on an as-needed basis. Contracting these services will allow staff to continue the inspection process for existing projects without causing delays to these new projects while the plans await structural review. The City has existing contracts with each of these firms for similar services on other development projects.

FISCAL ANALYSIS:

Staff is requesting authorization to expend an amount not-to-exceed \$35,000 from Account No. 10151500.619800 "Other Contractual Services" on an as-needed basis to utilize the plan checking services of Erdelyi, VCA, and HCI. The expense for these services will be recouped through the plan check fees collected by the Building Safety Division at the time plans are submitted by the applicants for

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structural review. The aggregate amount expended on these additional services rendered through any combination of the authorized firms will not exceed the total authorized amount of \$35,000.

The City Manager is authorized by the Budget Resolution to increase appropriations to cover contract costs incurred and can be recouped by fee revenues.

ATTACHMENTS:

None.

MOTION:

That the City Council:

1. Approve amendments to existing professional services agreements with Peter T. Erdelyi & Associates, Van Dorpe, Chou & Associates, and Hayer Consulting, Inc., for additional services for a total amount not to exceed \$35,000 from account 10151500.619800 "Other Contractual Services"; and,
2. Authorize the City Attorney to review/prepare the necessary documents and authorize the City Manager to execute such documents on behalf of the City.