

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 08/25/08		Item Number: <u>C-6</u>	
AGENDA ITEM: Approval of Amendment to an Existing Professional Services Agreement with Nelson/Nygaard Consulting Associates.			
Contact Person/Dept.: Samantha M. Blackshire		Phone Number: (310) 253 – 6535	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Master E-Mail Notification List (08/20/08).			
Department Approval: Art Ida (08/20/08)		City Attorney Approval: Carol Schwab (by H. Baker) (08/19/08)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (08/20/08)		City Manager Approval: Jerry B. Fulwood (08/20/08)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve an amendment to the existing professional services agreement with Nelson/Nygaard Consulting Associates (Consultant) which provides for an increase of \$4,200 in compensation and a contract extension to December 31, 2008. <u>BACKGROUND:</u> On August 27, 2007 the City Council approved an Agreement with Nelson/Nygaard Consulting Associates to provide a Line-by-Line Analysis of transit service for Culver CityBus, in the amount of \$96,826, as required by the Federal Transit Administration (FTA). The Agreement was executed on October 24, 2007. The Request for Proposal (RFP) that was issued for this service also included an option to provide runcutting and scheduling services at a later date, if necessary. Due to the Transportation Department's June 2009 schedule to take over Metro's Line 220, we would like to exercise the option included in Nelson/Nygaard Consulting Associates' original proposal to provide runcutting and scheduling services for our Line 7. The scope for these optional services was not included in the original agreement that was approved by City Council in August 2007.			

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FISCAL ANALYSIS:

There are sufficient funds remaining in the Transportation Development Act (TDA) account (20368300.619800-Other Contractual Services) to carry out these tasks. There will be no impact to the General Fund.

MOTION:

1. Approve an Amendment to the existing professional services agreement with Nelson/Nygaard consulting Associates, which includes and increase of \$4,200 and a contract time extension to December 31, 2008 for runcutting services for Culver CityBus;
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.