

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

Meeting Date: 08/17/09		Item Number: <u>C-4</u>	
REDEVELOPMENT AGENCY BOARD AGENDA ITEM: Approval of Professional Services Agreements with Barry Kurtz and Max Paetzold for Traffic Engineering Consultant Services.			
Contact Person/Dept.: Glenn Heald Community Development		Phone Number: 310-253-5752	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Meetings and Agendas – Redevelopment Agency (08/13/09).			
Department Approval: Sol Blumenfeld (08/10/09)		Agency General Counsel Approval: Murray Kane (08/10/09)	
Chief Financial Officer Approval: Jeff Muir (by N. Kimball) (08/12/09)		Executive Director Approval: Mark Scott (08/12/09)	

RECOMMENDATION:

Staff recommends the Redevelopment Agency Board (the Board) approve a professional services agreement for traffic engineering consultant services related to Agency projects with Mr. Barry Kurtz and Mr. Max Paetzold for a total aggregate amount not to exceed \$25,000 per fiscal year and not to exceed \$50,000 total during fiscal years 2009-10 and 2010-11.

BACKGROUND:

Mr. Kurtz and Mr. Paetzold are professional traffic engineers with extensive public sector experience. During fiscal year 2008-09 Mr. Kurtz and Mr. Paetzold worked directly with staff on a number of complicated projects including, among others, 4043 Irving Place, Entrada, the Westfield Mall in Fox Hills, the Washington/National Triangle Site, and the West Washington Area Improvement Plan. Staff anticipates a continuing necessity for traffic engineering services during fiscal years 2009-10 and 2010-11.

DISCUSSION:

The Redevelopment Agency often requires the services of traffic engineering consultants. In the past, staff has utilized Mr. Kurtz and Mr. Paetzold on Agency projects unaware that they were in fact under contract to the City and not the Agency. The work requested of Mr Kurtz and Mr. Paetzold by the Agency was in addition to other work they perform for the City, and thus the existing contracts must

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be supplemented with additional hours to complete the analysis needed by the Agency. This agreement is intended to allow for the work required by the Agency and ensures separate funding responsibilities by the City and Agency.

The Agency will be billed only for actual time spent by Mr. Kurtz and Mr. Paetzold on Agency projects. If Mr. Kurtz and Mr. Paetzold expend fewer than 240 hours in the aggregate working on Agency projects during either fiscal year, the remaining funding for that fiscal year will not be expended.

FISCAL ANALYSIS:

Staff estimates that Mr. Kurtz and Mr. Paetzold expended approximately 240 hours on various Agency projects during fiscal year 2008-09. Staff anticipates the expenditure of a similar number of hours in fiscal years 2009-10 and 2010-11. The existing billing rate for Mr. Kurtz and Mr. Paetzold is \$90 per hour (\$90 per hour x 240 hours = approximately \$22,000 annually). Staff is recommending approval of a not-to-exceed annual amount of \$25,000 for Fiscal Year 2009/2010 and Fiscal Year 2010/2011 from Account No. 59190400.612800 "Traffic Engineering Services" to fund their services during fiscal years 2009-10 and 2010-11. There are adequate funds in the adopted 2009-10 and approved 2010-11 Agency budgets for this expenditure.

ATTACHMENTS:

None.

MOTION:

That the Redevelopment Agency Board:

1. Approve a Professional Services Agreement for Traffic Engineering Consultant Services in an amount not to exceed \$25,000 per fiscal year and not to exceed \$50,000 total from Account No. 59190400.612800 "Traffic Engineering Services" to fund services during fiscal years 2009-10 and 2010-11;
2. Authorize the Agency General Counsel to review/prepare the necessary documents; and,
3. Authorize the Executive Director to execute such documents on behalf of the Agency.