

City of Culver City, California
City Council Agenda Item Report

Date: 02/11/08		Item Number: C-5	
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 and Elaine Jeng/PW		Phone Number: (310) 253-5602/(310) 253-5621	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: KOA on February 06, 2008 via email; Master Notification List on February 6, 2008			
Department Head Approval: Charles D. Herbertson 1/31/2008		City Attorney Approval: Carol Schwab (by H. Baker) (02/06/08)	
Fiscal Impact Review: Jeff Muir (by N. Kimball) (02/06/08)		City Manager Approval: Jerry B. Fulwood (02/06/08)	

RECOMMENDATION:

Staff recommends the City Council approve an amendment to an existing professional services agreement with KOA Corporation (formerly known as Katz, Okitsu and Associates) for on-call Traffic Engineering/Planning Consulting services in an additional amount not-to-exceed \$10,000.

BACKGROUND/DISCUSSION:

On September 13, 2004, the City Council approved a professional services agreement with KOA for on-call traffic engineering consulting services. Several of the 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

The current funds left on this agreement are nearly exhausted. In order to support the City's general traffic engineering needs until the end of this fiscal year, an additional \$10,000 is requested.

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KOA has provided excellent services and staff recommends that the City Council approve an amendment to this agreement in an additional amount not-to-exceed \$10,000.

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 required.

MOTIONS:

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 \$10,000; 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.