

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 11/28/05		Item Number: <u>A-4</u>	
AGENDA ITEM: Authorization to Award Professional Services Agreement with Max Paetzold and Barry Kurtz to support the Traffic Engineering section for Regional and Local Development projects			
Contact Person/Dept.: Herbertson/ Gaspar/PW		Phone Number: 310-253-5635 and 310 -253-5602	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☐	
Public Notification: Max Paetzold and Barry Kurtz were notified via telephone call on November 8, 2005 and Master Notification List emailed on November 23, 2005			
Department Approval: Charles D. Herbertson 11/13/05		CAO Approval: Martin Cole for Jerry Fulwood 11/21/05	
City Controller Approval: Marlee Chang 11/22/05			
<u>RECOMMENDATION:</u> Staff recommends that the City Council award contracts with Max Paetzold and Barry Kurtz in an aggregate not-to-exceed amount of \$60,000 to support the Traffic Engineering section of the Engineering Division for regional and local development projects. <u>BACKGROUND/DISCUSSION:</u> On September 7, 2005, the Engineering Division's Traffic Engineer resigned and went to work for the private industry. Since then the traffic engineering section has been supported by the Engineering Documents and Drawings Technician employee with 10% supplemental pay and overtime, and by an administrative contract with Max Paetzold, retired Traffic Engineering Manager, at a not-to-exceed fee of \$10,000. The Engineering Documents and Drawings Technician employee formerly worked as an Engineering Technician for 10 years in the Traffic Engineering section. He has considerable experience and historical knowledge on daily traffic engineering items. He is currently working on traffic engineering items related to the traffic committee, neighborhood traffic management programs, parking permits, and daily resident concerns. The employee has indicated his willingness to support the Division in this capacity for the remainder of this fiscal year. Staff anticipates recruiting to permanently fill this position after the start of the next fiscal year. To support the Traffic Engineering section on regional and local development projects such as the Exposition Light Rail plan, Redevelopment Department projects, and local private development projects, Max Paetzold was hired as a consultant and has			

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been working on a part time basis for about 15 to 20 hours a week. This overall arrangement has been working successfully.

Based on the workload of the Traffic Engineering section, staff recommends that this arrangement, utilizing consultants to oversee traffic issues related to development while freeing up the City Traffic Engineer/Traffic Engineering Manager to focus on local neighborhood traffic concerns, is the best solution. Otherwise the workload tends to be too burdensome for one person and the ability of the Traffic Engineering section to be responsive to neighborhood concerns is diminished. Additionally, with the recent changes to the Traffic Committee recommended by the City Council, staff anticipates that the workload related to research and staff reports for the traffic committee will increase.

To support this effort, staff is recommending that the City Council approve entering into contracts with Mr. Max Paetzold and an additional traffic engineering consultant, Mr. Barry Kurtz, to support the traffic engineering section on development projects on an as needed basis, until June 30, 2006 and at an hourly rate of \$75. Max Paetzold is a retired traffic engineering manager that worked for Culver City for 7 years and worked for the City of Los Angeles for 32 years. Mr. Paetzold has a wealth of knowledge of Culver City and grasps the importance of broad issues affecting our community. Barry Kurtz is a retired Los Angeles County of Department of Public Works traffic engineer that has over 40 years experience in the field of traffic engineering with many of those years spent in the review of development projects.. Mr. Kurtz is employed part-time (two days a week) by the County of Los Angeles Department of Public Works Beaches and Harbors Division where he supports the division on traffic engineering issues. It is anticipated that the consultants will be used on a case by case basis depending on their availability and knowledge to support a particular project.

FISCAL ANALYSIS:

Budget	Amount
Personnel/Benefits Cost for Traffic Engineer Fiscal Year 2005/06	\$117,833
Proposed Costs	Amount
Personnel Costs incurred to September 7, 2005	\$20,206
Administrative contract with Max Paetzold	\$10,000

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Projected 10% supplemental pay and overtime for Engineering Documents and Drawings Technician until June 30, 2006 <i>(\$5,670 supplemental pay and \$1,000 hours overtime or 20 hours maximum per month)</i>	\$15,000
Remaining amount for consultants	\$60,000
TOTAL	\$115,000

ATTACHMENTS:

1. Max Paetzold's resume.
2. Barry Kurtz's resume.

MOTION:

That the City Council:

- 1) Award a contract with Max Paetzold and Barry Kurtz to support the Traffic Engineering section on public and private development projects, on an aggregate not-to-exceed fee of \$60,000.
- 2) Authorize a six-month extension to the contract and an increase to the aggregate amount of \$30,000 for a total of \$90,000, based upon continued satisfactory performances subject to the approval of the Public Works Director and City Engineer and execution by the Chief Administrative Officer; and
- 3) Direct the City Attorney to prepare the necessary documents and authorize the Chief Administrative Officer to approve the documents.