



# City of Culver City

## Staff Report

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**File #:** 18-01052, **Version:** 1

**Item #:** C-7.

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**CC - Amendment to Existing Professional Services Agreement with The Marcos Mendez Company for GIS Services in an Amount Not-to-Exceed \$50,000.**

**Meeting Date:** April 23, 2018

**Contact Person/Dept:** Mate Gaspar/Public Works Department

**Phone Number:** 310-253-5602

**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 - City Council (04/18/18);

**Department Approval:** Charles D. Herbertson (04/11/18)

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### **RECOMMENDATION**

Staff recommends the City Council approve an amendment to the existing professional services agreement with The Marcos Mendez Company for GIS Services in an amount not-to-exceed \$50,000.

### **BACKGROUND/DISCUSSION**

Staff administratively approved a professional services agreement with The Marcos Mendez Company in the amount of \$30,000 this fiscal year for GIS Services. The \$30,000 contract amount is nearly expended. The Marcos Mendez Company has been providing GIS services by updating the sewer, street, streetlight, and storm drain GIS mapbooks online and in print.

Pursuant to Culver City Municipal Code Section 3.07.085, these professional services are exempt from the formal bidding procedure, provided competitive quotes are obtained whenever practical, as determined by the City Manager. Based on the above, the City Manager determined competitive quotes are not practical in this case.

**FISCAL ANALYSIS**

There are sufficient funds available and approved in Fiscal Year 2017/1 budget in line items 10160150.619800 and 20460300.619800.

**ATTACHMENTS**

None

**MOTION**

That the City Council:

1. Approve an amendment to the existing professional services agreement with The Marcos Mendez Company in an amount not-to-exceed \$50,000; and
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.