



City of Culver City

Mike Balkman
Council Chambers
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Staff Report

File #: 24-999, Version: 1

Item #: C-8.

CC - CONSENT ITEM: Approval of an Amendment to an Existing Professional Services Agreement with Walk 'n Rollers for the Safe Routes to School Education Program for an Additional Three Years in an Additional Amount Not-to-Exceed \$210,000 (Aggregate Contract Amount Not-to-Exceed \$362,000).

Meeting Date: May 28, 2024

Contact Person/Dept.: Andrew Maximous/Public Works

Phone Number: (310) 253-5628

Fiscal Impact: Yes No General Fund: Yes No

Attachments: Yes No

Public Notification: E-Mail (05/22/2024): Meetings and Agendas - City Council

Department Approval Yanni Demitri, Public Works Director/City Engineer (05/02/2024)

RECOMMENDATION

Staff recommends the City Council approve an amendment to an existing professional services agreement with Walk 'n Rollers for the Safe Routes to School Education Program for an additional three years in an additional amount not-to-exceed \$210,000 (aggregate contract amount not-to-exceed \$362,000).

BACKGROUND/DISCUSSION

The Safe Routes to School Education Program is a joint program between the Culver City Unified School District (CCUSD) and the City of Culver City that promotes walking and biking at all Culver City elementary and middle schools. On June 27, 2022, the City Council authorized a two-year professional services agreement with Walk 'n Rollers for the Safe Routes to School Education Program for an amount not-to-exceed \$152,000.

To continue to have Walk 'n Rollers provide Safe Routes to School Education services, staff is requesting that the Walk 'n Rollers contract be extended for an additional three years for \$70,000 each year. This would result in a 5-year contract with a total amount not-to-exceed \$362,000.

FISCAL ANALYSIS

Walk 'n Rollers' three-year cost proposal totals \$210,000, at an annual cost of \$70,000. Funding for the Safe Routes to School Education Program is funded in part by CCUSD in the amount of \$30,000 annually. The City's share of \$40,000 annually is allocated from Account No. 10160170.619800 (Mobility & Traffic Engineering - Other Contractual Services). The amount for the first year of the amendment is included in the Proposed Budget for Fiscal Year 2024-2025. Funding for future years of the agreement will be included in future fiscal year budgets.

The CCUSD share is invoiced to CCUSD during Q1 of each fiscal year, as per the MOU between the City and CCUSD.

ATTACHMENTS

None.

MOTIONS

That the City Council:

1. Approve an amendment to the existing professional services agreement with Walk 'n Rollers for the Safe Routes to School Education Program for an additional three years, in an additional amount not-to-exceed \$210,000, for a total not-to-exceed contract amount of \$362,000; 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.