



# City of Culver City

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## Staff Report Details (With Text)

**File #:** 18-0443      **Version:** 1      **Name:**  
**Type:** Minute Order      **Status:** Consent Agenda  
**File created:** 10/23/2017      **In control:** City Council Meeting Agenda  
**On agenda:** 1/22/2018      **Final action:**  
**Title:** CC - Amendment to Existing Professional Services Agreement with Sikand Engineering Associates for Subdivision Map Act and Plan Review Services in an Amount Not-to-Exceed \$50,000.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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**CC - Amendment to Existing Professional Services Agreement with Sikand Engineering Associates for Subdivision Map Act and Plan Review Services in an Amount Not-to-Exceed \$50,000.**

**Meeting Date:** January 22, 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 (01/17/2018);

**Department Approval:** Charles D. Herbertson, Public Works Director/City Engineer (01/10/18)

### RECOMMENDATION

Staff recommends that the City Council approve an amendment to the existing professional services agreement with Sikand Engineering Associates for Subdivision Map Act and plan review services in an amount not-to-exceed \$50,000.

## **BACKGROUND/DISCUSSION**

Staff administratively approved a professional services agreement with Sikand Engineering Associates in the amount of \$30,000 this fiscal year for Subdivision Map Act and plan review services. The \$30,000 contract amount is nearly expended. There has been an increase in the amount of applications for development and utility projects in the City. Staff has determined that civil engineering consultant support is necessary in order to review the plans in a timely manner. Sikand Engineering Associates has reviewed general civil engineering plans for development and utility projects and has provided excellent services to the City.

Also Sikand Engineering Associates supports staff by reviewing parcel maps, lot line adjustments, certificates of compliance, legal descriptions, easements, title reports and alley or street vacations.

Pursuant to Culver City Municipal Code Section 3.07.085, these professional services are exempt from 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 fund available and approved in Fiscal Year 2017/18 budget for plan review services in line item 10160150.619800.

## **ATTACHMENTS**

None

## **MOTION**

That the City Council:

1. Approve an amendment to the existing professional services agreement with Sikand Engineering Associates for Subdivision Map Act and plan review services 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.