



Agenda Item No. _____

File Code No. 640.08

CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: June 2, 2009

TO: Mayor and Councilmembers

FROM: Engineering Division, Public Works Department

SUBJECT: Increase In Professional Services For Subdivision Map Review And Approval

RECOMMENDATION:

That Council increase Purchase Order No. 379227 with MNS Engineers, Inc. (MNS), by \$15,047.94 for a total amount of \$37,547.94, for professional services to assist in development review of projects in the public right-of-way.

DISCUSSION:

In March 2008, the City Administrator approved Purchase Order No. 379227 to MNS in the amount of \$22,500 to assist the Public Works Engineering Land Development Unit with review of Parcel and Final Maps, and other documents associated with land development in the public right of way. These services were needed to help the Land Development Unit meet deadline requirements posed by the Permit Streamlining and Subdivision Map Acts, and to assist with an increase in staff workload in 2008 for major development projects. Staff inadvertently exceeded both the approved contract amount and the City Administrator's \$25,000 authority for professional services prior to seeking Council approval for the increased services. The work has been completed and services have been rendered.

Staff utilized these services from April 18, 2008 until January 15, 2009. Staff is requesting that Council increase Purchase Order No. 379227 by \$15,047.94, for a total Purchase Order amount of \$37,547.94. Typically, when contract overages occur, staff negotiates the extra services cost with the consultant. Subsequently, the consultant has reduced their fee by \$800 and this credit is reflected in the above mentioned totals.

BUDGET/FINANCIAL INFORMATION:

Funds are available in the Fiscal Year 2009 General Fund to pay for these additional extra services.

PREPARED BY: Mark Wilde, Supervising Civil Engineer/HB/kts

SUBMITTED BY: Christine F. Andersen, Public Works Director

APPROVED BY: City Administrator's Office