



CITY *of* CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 27, 2004

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: ROBERT YALDA, DIRECTOR OF TRANSPORTATION AND INTER-
GOVERNMENTAL RELATIONS
THOMAS GDALA, ASSISTANT TRANSPORTATION PLANNER**

**SUBJECT: RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES
AGREEMENT WITH KIMLEY HORN AND ASSOCIATES FOR THE CIVIC
CENTER STREET DESIGN IN AN AMOUNT NOT TO EXCEED \$50,000;
AND TO TRANSFER DEVELOPER IMPACT FEES FROM FUND 16-134-
9940-41 TO ACCOUNT NO. 41-000-4960-00 FOR THE PROJECT.**

MEETING DATE: OCTOBER 6, 2004

SUMMARY RECOMMENDATION:

The Community Development Director and the Transportation and Intergovernmental Relations Director recommends to approve a Professional Services Agreement with Kimley Horn and Associates for the Civic Center street design in an amount not to exceed \$50,000; and to transfer developer impact fees from Fund 16-134-9940-41 to Account No. 41-000-4960-00 for the project.

BACKGROUND:

The Civic Center project requires comprehensive circulation analysis and design recommendations to tie in with the proposed site design. A Request For Proposals was sent out to five transportation engineering firms for consideration. Three firms submitted proposals for the analysis and design and those firms were interviewed by the Community Development Director, Maureen Tamuri and by the Transportation and Intergovernmental Relations Director, Robert Yalda.

DISCUSSION/ANALYSIS:

Attached is the Professional Services Agreement recommended for approval and award. The firm of Kimley Horn and Associates was selected due to the size of the firm, the history of their work and their close proximity to Calabasas. The scope of work is for analysis and conceptual design of the Civic Center’s site access, circulation and right-of-way improvements. The recommended award includes funding for the civil plans, specifications and engineered drawings for the construction of all recommended improvements if Kimley Horn and Associates is requested to do so.

FISCAL IMPACT/SOURCE OF FUNDING:

Developer Impact Fees from Fund 16 in an amount not exceed \$50,000.

REQUESTED ACTION:

To approve the Professional Services Agreement with Kimley Horn and Associates not to exceed \$50,000 for site access, circulation and right-of-way improvement analysis, conceptual design and if necessary, for plans, specifications and engineering plans; and to transfer Developer Impact Fees from Fund 16-134-9940-41 to Account No. 41-000-4960-00.

ATTACHMENTS: Professional Services Agreement with Kimley Horn and Associates