



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council

**Item No.** \_\_\_\_\_

**FROM:** City Administrator

**SUBJECT:** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE AUTHORIZING KTU+A TO ASSIST STAFF WITH PROCESSING PROPOSED PROJECTS ALONG THE TELEGRAPH ROAD CORRIDOR PURSUANT TO THEIR EXISTING ON CALL SERVICES AGREEMENT

**MEETING DATE:** April 4, 2017

---

### **RECOMMENDATION:**

Adopt a Resolution authorizing KTU+A to assist staff with processing proposed projects along the Telegraph Road corridor pursuant to their existing on call services agreement.

### **BACKGROUND/ANALYSIS:**

Previously, staff requested the City Council authorize the use of on-call service contracts. These contracts provide flexibility and enhance the capacity of the City to deliver projects and programs. These professional service contracts reduce costs and expedite project schedules by reducing the time and effort to solicit multiple Requests for Proposals (RFPs) for various individual projects. On January 5, 2016, the City Council adopted a resolution approving professional services agreements and establishing an eligibility list for various on-call professional services. Since then, additional on-call agreements were approved, including one for KTU+A, a Planning and Landscape Architecture consulting firm.

Staff is in the process of considering a potential expansion to the Citadel Outlets Shopping Center, which may include new retail, office, residential and hotel uses, as well as a proposed development of an approximate ten acre site at the northwest corner of Telegraph Road and Washington Boulevard. Staff recommends the City Council authorize KTU+A to assist staff with analyzing and processing these proposed projects along the Telegraph Road Corridor pursuant to the scope of work attached to the proposed resolution.

The cost for completing the subject work will be \$97,867 (\$88,970 plus 10% contingencies).

**ALTERNATIVES:**

1. Authorize KTU+A to proceed with the requested services; or
2. Provide staff with further direction

**FISCAL IMPACT:**

The total authorization amount being requested is as follows:

<b>Item</b>	<b>Amount</b>
Planning Services with KTU+A	\$88,970
Contingency (10%)	\$8,897
<b>Total Authorization =</b>	<b>\$97,867</b>

These costs will be covered by the project applicant.

**RELATIONSHIP TO 2012 STRATEGIC GOALS:**

The subject matter is consistent with Economic Growth Guiding Principle #4 of the City's Strategic Plan. This Guiding Principle calls for a focus on strategic economic development pursuits that will increase local jobs, generate additional revenue and create demand for supporting businesses.

Recommended by: Maryam Babaki, Director of Public Works and Development Services

Reviewed by: Vilko Domic, Finance Director

Approved as to form: Eduardo Olivo, City Attorney

Respectfully submitted: Matthew Rodriguez, Interim City Administrator

**ATTACHMENTS:**

1. Resolution – including KTU+A's Scope of Work