



# CITY OF CARSON

## Legislation Text

File #: 2018-617, Version: 1

### Report to Mayor and City Council

Tuesday, September 18, 2018

Consent

#### **SUBJECT:**

**AMENDMENT NO. 1 TO AGREEMENT WITH RKA CONSULTING GROUP FOR AS-NEEDED ASSESSMENT ENGINEERING SERVICES (CITY COUNCIL)**

#### **I. SUMMARY**

The City Council has directed the formation of Citywide Community Facilities District (CFD) whereby developers would voluntarily annex in their projects in order to assist in providing funding to offset the impacts of new projects on City's municipal services, including law enforcement and public works. The annexation process requires that the City retain an assessment district engineer to prepare the legally required CFD reports. On October 19, 2017, the City entered into an agreement with the firm RKA Consulting Group to provide as-needed assessment engineering services (Exhibit No. 1). The Planning Division has utilized the firm, RKA Consulting Group, on a temporary basis to calculate the annual assessment on a project-by-project basis, while the City completes work on the Citywide CFD. This temporary service allows the City to calculate the future assessment while the Citywide CFD is being formed.

As a result of this on-going measure while the Citywide CFD is being formed, the scope of work for this contract amendment is a one-year extension for these services in the amount not to exceed \$25,000 for a total contract sum not to exceed \$49,990. This amendment also ratifies certain services provided by Consultant between December 1, 2017 and August 31, 2018, consistent with the agreement, except for the term. Furthermore, it extends the contract to October 18, 2019. The total costs of the CFD engineering are paid by developers, so there is no impact to the City's General Fund.

#### **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE Amendment No. 1 to Contract Services Agreement for As-Needed Engineering Services with RKA Consulting Group.
2. AUTHORIZE the Mayor to execute the agreements following approval as to Form by

the City Attorney.

### **III. ALTERNATIVES**

1. TAKE such other action as the City Council deems appropriate, consistent with the requirement of the law.

### **IV. BACKGROUND**

In 2017, the City entered an agreement with RKA Consulting Group to provide as-needed assessment engineering services for the technical administration of designated assessment community facilities districts (CFD) for a six week period, ending November 30, 2017, for a contract sum of \$24,990. Since the agreement was for less than \$25,000, approval by the City Manager was obtained pursuant to the Carson Municipal Code. Since the agreement was entered into, the City has experienced an increase in development projects, which has warranted the City's use of Consultant's services for a number of development projects beyond the initial period between December 1, 2017 and August 31, 2018.

The City has thirteen (13) current projects being considered for the CFD annual tax: four (4) have developers have agreed to CFDs and nine projects (9) are pending reviews. The following two (2) projects have been assessed by the Consultant and have approved CFD agreements with the City:

<b>Project Name &amp; Address</b>	<b>CFD Annual Tax Assessed</b>
AL2 LLC, 21900 Wilmington Avenue	\$36,507.80
JJ.ER LLC (Calpak), 17706 S. Main Street	\$9,189.21

In order to maintain a high level of services for these and future projects, staff is recommending the City Council to approve the amendment, and allow a one-year extension with an annual limit not to exceed \$25,000 for a total contract sum not to exceed \$49,990 (Exhibit No. 2).

### **V. FISCAL IMPACT**

The amended agreement is for a one year extension contract term not-to-exceed \$25,000 for a total contract sum not to exceed \$49,990. The costs of the consultant services are borne by project applicants through the Planning Application Deposit Program. As a result, there is no direct impact to the City's General Fund.

### **VI. EXHIBITS**

1. Contract Services Agreement with RKA Consulting Group (pgs. 4- 22)

2. Amendment to Contract Services Agreement with RKA Consulting Group (pgs. 23-30)

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