

BUDGET CHANGE FORM

Type of Change	From		To	
	Account	Amount	Account	Amount
Check one: <input checked="" type="checkbox"/> Budget Appropriation <input type="checkbox"/> Budget Transfer	100-3613	\$ 57,500	100-413-4237	\$ 57,500

Explain the reason for the budget change:

Background: Due to current peak work load of private development projects, and encroachment permits activities as it relates to the BART project and in order to meet schedules of current and anticipated projects, staff is recommending additional consultant services to augment staff resources. Harris & Associates services will be used on as needed basis, which are fully reimbursable from developer and VTA funds.

Harris & Associates has been selected based on recent and past performances and through the City's consultant selection process. Based on the anticipated work load, staff has estimated a fee not to exceed \$275,000. Included in the Council's packet are copies of the proposed agreement and budget request. The term of this agreement will cover anticipated work through June 30, 2014.

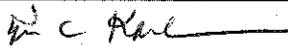
Fiscal Impact: None. The consultant fee for these services is reimbursable through the private project accounts and VTA funds.

Recommendation:

1. Approve and authorize the City Manager to execute Amendment No. 2 to the Consultant Agreement with Harris & Associates, in the amount of \$275,000 subject to approval as to form by the City Attorney.
2. Approve a budget appropriation in the amount of \$57,500 to increase Land Development Engineering expenditure budget for the remaining of the fiscal year that will be reimbursed by private development.

Check if City Council Approval required.

Meeting Date: May 7, 2013

Requested by:	Keyvan Irannejad, Building and Safety Department	Date: April 30, 2013
Reviewed by:	Finance Director: 	Date: 5/1/13
Approved by:	City Manager:	Date:
Date approved by City Council, if required:		Confirmed by: