



**STAFF REPORT**  
**1/22/2020**

**TO:** Honorable Mayor and City Council Members

**FROM:** Gabor Pakozdi, P.E., Contract City Engineer

**SUBJECT:** Amendment No. 2 to the Professional Service Agreement with Transpo Group USA, Inc. for the City of Coachella's Active Transportation Plan in an amount of \$8,000.00.

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**STAFF RECOMMENDATION:**

Authorize the City Manager to Execute Amendment No. 2 to the Professional Service Agreement (PSA) with Transpo Group USA, Inc. (Consultant) for the City of Coachella's Active Transportation Plan (Plan) in an amount of \$8,000.00.

**BACKGROUND:**

On or about March 28, 2018 the City and Consultant entered into a PSA to provide consulting services for the Plan. Upon Consultant's completion of the first draft of the Plan the City has requested additional work for public outreach.

On or about December 12, 2018 the City and Consultant entered into an agreement amending the PSA to provide consulting services for the additional work of public outreach in the amount of \$8,000.00.

Due to previously unforeseen issues, the public outreach work has not commenced as anticipated and thus was not completed by the end of the agreement's term. Accordingly, the Consultant has received no payment from the City.

**DISCUSSION/ANALYSIS:**

Amendment No. 2 provides additional time for performing the public outreach work identified in the March 28, 2018 Amendment for no additional cost to the City beyond the previously agreed \$8,000.00 fee.

**FISCAL IMPACT:**

This Amendment will be funded through the Engineering Departments Professional Services Budget in the amount of \$8,000.00.