



# Council Agenda Report

To: Mayor Grisanti and the Honorable Members of the City Council

Prepared by: Elizabeth Shavelson, Assistant to the City Manager

Approved by: Steve McClary, City Manager

Date prepared: June 11, 2021 Meeting date: June 28, 2021

Subject: Amendment to Professional Services Agreement with Karasch & Associates

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**RECOMMENDED ACTION:** Authorize the Mayor to execute Amendment No. 2 to the Professional Services Agreement with Karasch & Associates for closed captioning services extending the term of agreement to September 30, 2021 and increasing the Compensation for Services an additional \$7,500 to not exceed \$50,000.

**FISCAL IMPACT:** Funding for this agreement was included in the Proposed Budget for Fiscal Year 2021-2022 in Account No. 100-7002-5100-00 (Media Operations - Professional Services).

**WORK PLAN:** This item was not included in the Adopted Work Plan for Fiscal Year 2020-2021 or the Proposed Work Plan for Fiscal Year 2021-2022. This is part of normal City operations.

**DISCUSSION:** On June 10, 2019, the City Council authorized an agreement with Karasch & Associates for closed captioning services. The firm provides Americans with Disabilities Act (ADA)-approved, real-time closed captioning services for live broadcasts of City meetings, special events and post-production captioning services as needed. On March 8, 2021, the Council approved Amendment No. 1 to the City's professional services agreement with Karasch & Associates to increase the budget and extend the term of the agreement. The budget was increased to reflect the fact that meetings on Zoom have been running longer than what was estimated in the original scope of work and additional hours of closed captioning services have been needed as a result. The amendment also extended the term from June 10, 2021 to June 30, 2021 to align with the fiscal year.

On April 30, 2021, the City published a request for proposals for closed captioning services. Proposals were originally due on May 28, 2021. On May 27, 2021, the deadline was extended to June 4, 2021. The City did not receive any proposals.

Staff recommends that the current agreement be extended for an additional three months, through September 30, 2021, to allow more time to solicit proposals, and that the budget be increased in an amount not to exceed \$7,500.

ATTACHMENTS: Amendment No. 2 to Agreement with Karasch & Associates

**AMENDMENT NO. 2 TO AGREEMENT**

THIS AMENDMENT NO. 2 TO AGREEMENT is made and entered in the City of Malibu on June 28, 2021 by and between the CITY OF MALIBU, hereinafter referred to as City, and Karasch & Associates, hereinafter referred to as Consultant.

The City and the Consultant agree as follows:

**RECITALS**

- A. On June 10, 2019, the City entered into an Agreement with Consultant for consulting services for certain projects related to Live and Post Production Remote Closed Caption Services (the "Agreement").
- B. On March 8, 2021, the City entered into Amendment No. 1 with Consultant to increase the Compensation of Services and to extend the Term of Agreement.
- C. The City desires to amend the Agreement to extend the Term of Agreement and increase the Compensation of Services, and Consultant has submitted a proposal for this purpose that is acceptable to the City.

NOW THEREFORE, in consideration of their mutual promises, obligations and covenants hereinafter contained, the parties hereto agree as follows:

- 1. Section 2.0 – Term of Agreement, of the Agreement, is hereby extended to September 30, 2021.
- 2. Section 4.0 – Compensation for Services, of the Agreement, is hereby amended for an additional \$7,500 to not exceed \$50,000.
- 3. The Parties agree that this Amendment will be considered signed when the signature of a party is delivered physically or by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.
- 4. All terms and conditions of the Agreement not amended by this Amendment No. 2 remain in full force and effect.

This Agreement is executed on \_\_\_\_\_, 2021, at Malibu, California, and effective as of June 30, 2021.

CITY OF MALIBU:

\_\_\_\_\_  
PAUL GRISANTI, Mayor

ATTEST:

\_\_\_\_\_  
KELSEY PETTIJOHN, Acting City Clerk  
(seal)

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED  
BY THE CITY ATTORNEY'S OFFICE  
JOHN COTTI, Interim City Attorney

CONSULTANT:

  
By: Joe Alberici  
Title: Client Relations Manager