

# REQUEST AUTHORIZATION FOR MAYOR AND FINANCE OFFICER TO SIGN PROFESSIONAL SERVICES AGREEMENT OR AMENDMENT No. PW051303-17

**Project Name & Number:** Stevens High School Traffic Study

**CIP #:**

**Project Description:** Traffic study to evaluate various options to improve traffic flow around and through the Stevens Campus

**Consultant:** HKM Engineering, Inc.

**Original Contract Amount:** \$13,000

**Original Completion Date:** July 21, 2003

**Amendment Number:**

**Amendment Description:**

**Current Contract Amount:** \_\_\_\_\_

**Current Completion Date:** \_\_\_\_\_

**Change Requested:** \_\_\_\_\_

**New Contract Amount:** \_\_\_\_\_ \$0.00

**New Completion Date:** \_\_\_\_\_

**Funding Source This Request:**

Amount	Dept.	Line Item	Comments
\$6,500.00	910	4223	
\$6,500.00			School District
\$13,000.00	<b>Total</b>		

### Agreement Review & Approvals

\_\_\_\_\_  
Project Manager Date

\_\_\_\_\_  
Division Manager Date

\_\_\_\_\_  
Department Director Date

\_\_\_\_\_  
City Attorney Date

**ROUTING INSTRUCTIONS**

Route **two** originals of the **Agreement** for review and signatures.  
 Finance Office - Retain one original  
 Project Manager - Retain second original for delivery to Consultant  
 cc: Public Works  
 Engineering  
 Project Manager

**FINANCE OFFICE USE ONLY**

(Note to Finance: Please write date of Agreement in appropriate space in the Agreement document)

	Date	Initials	Approved	
Appropriation			Y	N
Cash Flow			Y	N