



Agenda Report

Fullerton City Council

MEETING DATE: JANUARY 21, 2020

TO: CITY COUNCIL / CITY MANAGER

SUBMITTED BY: KENNETH A. DOMER, CITY MANAGER

PREPARED BY: MEG McWADE, PUBLIC WORKS DIRECTOR
YELENA VORONEL, CITY ENGINEER

SUBJECT: CONTRACT EXTENSION FOR CONSULTANT TRAFFIC
ENGINEERING SERVICES

SUMMARY

Approval of short-term contractual professional traffic engineering services provided by Albert Grover and Associates (AGA) through June 30, 2020 while the Request for Proposal process for traffic engineering services is finalized.

RECOMMENDATION

1. Authorize the Public Works Director or designee to execute an extension or necessary amendment to the existing contract with AGA for traffic engineering services at the contract hourly rate of \$205 / hour for consultant City Traffic Engineer and at the schedule of hourly rates for miscellaneous traffic engineering services included in the AGA Proposal, dated June 30, 2018 (Attachment 1) until June 30, 2020.
2. Authorize the Public Works Director to approve a purchase order related to the existing contract, extending the term through June 2020, within the approved budget for Fiscal Year 2019-2020.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Infrastructure and City Assets.

FISCAL IMPACT

Cost for consultant traffic engineering services is included in the City Council-approved Public Works budget for Fiscal Year 2019-2020, including \$143,600 for consultant City Traffic Engineer services and \$69,600 for miscellaneous traffic engineering services performed by various AGA staff. The budget forecast was based on a previous years'

performance and on an anticipated need for traffic engineering services for Fiscal Year 2019-20. For City Council reference, the actual cost of AGA traffic engineering services for Fiscal Year 2018-19 is shown in the table below.

Fiscal Year	Services	Rate	Actual Cost
2018-19	City Traffic Engineer	\$205/hour	\$97,000
2018-19	Miscellaneous	*	\$88,000

*The schedule of hourly rates for various AGA staff is included in the attached Proposal dated June 30, 2018 (Attachment 1).

The costs for these services are funded by Measure M, Gas Tax, capital projects and private development projects.

DISCUSSION

In July of 2017, City Council approved a one-year contract with AGA for Fiscal Year 2017-18 with anticipation that the Public Works Department would issue a Request for Proposal (RFP) for Consultant Traffic Engineering Services for Fiscal Year 2018-19.

However, in 2018 due to staffing vacancies, project priorities and AGA's heavy involvement with several of the department's multi-year projects, the RFP process was delayed. In order to have continuity of traffic engineering services, Staff negotiated and obtained AGA's commitment to retain the same hourly rates (as outlined in the 2017 agreement) for an additional two-year term through June 30, 2020 (Attachment 1). This contract was extended administratively in FY 2018-19 via Purchase Order under Section V "Term" of the approved agreement (Attachment 2). Recently, the amount of the FY 2018-19 P.O. has been exhausted, and there is a need to issue a purchase order for FY 19-20.

As of the third week in January, Public Works staff issued an RFP for Consultant Traffic Engineering Services. Staff anticipates completing the selection process this spring. While this action provides for extension of the existing service contract through June of 2020, there is the ability to terminate earlier should the process be completed in advance of June 30th.

Attachments:

- Attachment 1 – AGA Proposal and Fee Schedule for July 2018 through June 2020
- Attachment 2 – Approved Agreement for Traffic Engineering Services