



CONSENT CALENDAR

Agenda Item # 4

AGENDA REPORT SUMMARY

Meeting Date: June 25, 2019

Subject: Contract Amendment: Professional Services Agreement with Traffic Patterns, LLC for Engineering support

Prepared by: Aida Fairman, Interim Engineering Services Director

Approved by: Chris Jordan, City Manager

Attachment(s):

None

Initiated by:

Staff

Previous Council Consideration:

Not applicable

Fiscal Impact:

\$120,000. Sufficient funds are available in the Engineering Services Department Budget.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

None

Summary:

- Assistance for the Engineering Services Department is needed until the Transportation Manager position is filled
- Traffic Patterns has been satisfactorily assisting the City with project management and various tasks since February 7, 2019

Staff Recommendation:

Authorize the City Manager to execute an amendment on behalf of the City with Traffic Patterns, LLC in an amount not to exceed \$120,000 to provide additional consulting services for the Engineering Services Department

Reviewed By:

City Manager

CJ

City Attorney

CD

Finance Director

SE



Subject: Contract Amendment: Professional Services Agreement with Traffic Patterns, LLC for Engineering support

Purpose

Contract amendment for additional consulting services for the Engineering Services Department.

Background

The Engineering Services Department has had a staffing shortage since the departure of the Department Director, Engineering Services Manager, Transportation Services Manager, Project Manager, Assistant Civil Engineer, and Junior Civil Engineer over the past eight months. The Department has obtained consulting firms/staff to assist in various tasks. An agreement with Traffic Patterns, LLC was executed on February 7, 2019 in the amount of \$70,000. The Council is asked to authorize an amendment in an amount not to exceed \$120,000.

Discussion/Analysis

Traffic Patterns has been satisfactorily assisting the City with project management and various tasks since the original contract was executed on February 7, 2019. Traffic Patterns will be needed to continue assisting the Engineering Services Department with various transportation tasks and will continue to help with management of projects while the Transportation Manager position remains unfilled.

Options

- 1) Authorize the City Manager to execute the amendment to the agreement with Traffic Patterns, LLC for the additional services in an amount not to exceed \$120,000. This would bring the total compensation of Traffic Patterns, LLC pursuant to its Professional Services Agreement with the City to an amount not to exceed \$190,000

Advantages: Assistance is needed to support the City's transportation services

Disadvantages: None

- 2) Do not execute the amendment to the agreement with Traffic Patterns, LLC

Advantages: None

Disadvantages: Staff may have too many high-priority items to manage effectively without support

Recommendation

The staff recommends Option 1.