



# COUNCIL REPORT

**DATE:** April 11, 2023  
**CATEGORY:** Consent  
**DEPT.:** Public Works  
**TITLE:** **Amend Professional Services Agreement with TL Engineering Corp., for Traffic Engineering Services**

## **RECOMMENDATION**

Authorize the City Manager or designee to amend the existing professional services agreement with TL Engineering Corp. for an additional \$50,000 to provide traffic engineering services in a not-to-exceed amount of \$150,000.

## **BACKGROUND AND ANALYSIS**

In recent years, to keep pace with increasing development and construction activity, the Public Works Department has contracted with outside engineering firms for land development-related plan checking, traffic, and construction engineering services. Contracting for outside services allows staff the flexibility to manage the development, traffic, and construction workload as it fluctuates. Consultants have been necessary to maintain standard turnaround times for plan check and inspection services, which satisfies the customer service level that is expected by the City's businesses and developers and meets requirements under State law.

On September 20, 2022, the City entered into an agreement with TL Engineering Corp. in the amount of \$100,000 to provide traffic engineering services for the review of development projects. The agreement funding will soon be expended. Staff has evaluated the anticipated level of development activity and traffic engineering plan-checking needs and determined that assistance continues to be required to keep up with the workload. Staff recommends increasing the TL Engineering Corp. contract by \$50,000 for additional traffic engineering services for a total not-to-exceed amount of \$150,000. The recommended increase will allow the Public Works Traffic Engineering Section to maintain a high quality of plan reviews in the time frames required.

## **FISCAL IMPACT**

The Fiscal Year 2022-23 Adopted Budget allocated limited-period funding of \$150,000 from the Development Services Fund for consultant support in the Traffic Engineering Section. Of this \$150,000, \$100,000 has been encumbered for traffic engineering services under the current TL Engineering Corp. agreement. There is sufficient funding remaining in the limited-period

funding for the recommended contract amendment for the TL Engineering Corp. agreement to add \$50,000 for a total not-to-exceed amount of \$150,000. No additional appropriation is being requested at this time.

**ALTERNATIVES**

1. Do not authorize the agreement amendment to provide consultant traffic engineering services for development projects.
2. Provide other direction.

**PUBLIC NOTICING**—Agenda posting.

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