



DATE: April 23, 2019

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Amendment to Contract for Transportation Planning Project Manager Services**

RECOMMENDATION

Authorize the City Manager to execute an amendment to increase the contract with James Lightbody Consulting for transportation planning project management services from \$160,000 to \$230,000 and extend contract to June 30, 2020.

BACKGROUND

In January 2016, the City entered into an agreement with James Lightbody Consulting for \$99,500 to provide project management and coordination services for transportation planning projects. On February 27, 2018, the Council approved a contract amendment to add \$60,500 for a total contract amount of \$160,000 to continue project management support through June 2019.

Mr. Lightbody is currently serving as the project manager for the Transit Center Grade Separation and Access Project, the Automated Guideway Transit (AGT) Feasibility Study, and the North Bayshore Circulation Feasibility Study. He also provides transportation planning and analysis support for various other projects, such as the Shoreline Corridor improvements (e.g., operational plan for the Shoreline Reversible Transit Lane) and other plans and activities related to the Transit Center Master Plan.

ANALYSIS

The current agreement with James Lightbody Consulting will be expended by June 2019, and the projects Mr. Lightbody manages for the City will be ongoing through mid-2020. The Public Works Department's Transportation Section does not have the staffing availability to take over project management of these projects without deferring other projects and initiatives. Mr. Lightbody is highly qualified to provide these services and will ensure the projects proceed without delay. Staff recommends that

\$70,000 be added to the contract with James Lightbody Consulting for services through June 2020.

FISCAL IMPACT

The contract amendment of \$70,000 will be funded with \$30,000 from Project 16-41, Transit Center Master Plan, \$30,000 from Project 19-54, North Bayshore Circulation Feasibility Study, and \$10,000 from Project 17-36, Automated Guideway Feasibility Study. There is sufficient balance available in these project budgets to fund the contract amendment.

ALTERNATIVES

1. Do not increase contract amount.
2. Provide other direction to staff.

PUBLIC NOTICING – Agenda posting.

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