



DATE: June 8, 2021

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Amend Professional Services Agreement with Ruggeri-Jensen-Azar**

RECOMMENDATION

Authorize the City Manager to amend the existing professional services agreement with Ruggeri-Jensen-Azar for an additional \$50,000 to provide traffic engineering services for 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 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 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 21, 2020, the City entered into an agreement with Ruggeri-Jensen-Azar (RJA) in the amount of \$100,000 to provide traffic engineering services to assist in staff review of development projects. The agreement funding will soon be expended. Staff has evaluated the anticipated level of development activity and determined that continued assistance is required to keep up with the workload. Staff recommends increasing the RJA 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 continue to provide a high quality of development reviews in the time frames required.

FISCAL IMPACT

The Fiscal Year 2020-21 Adopted Budget allocated limited-period funding of \$100,000 from the Development Services Fund and \$50,000 from the Shoreline Regional Park Community Fund for consultant support in the Traffic Engineering Section. Of this \$150,000 total, \$100,000 has been encumbered for traffic engineering services under the current RJA agreement. There is sufficient funding remaining in the Shoreline Regional Park Community Fund for the recommended contract amendment with RJA.

ALTERNATIVES

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

PUBLIC NOTICING – Agenda posting.

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904-06-08-21CR
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