



Office of the City Manager

CONSENT CALENDAR
September 9, 2003

To: Honorable Mayor and
Members of the City Council

From: *WR* Weldon Rucker, City Manager

Subject: Amend Contract for On-Call Traffic Engineering Services – TJKM Transportation Consultants

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to the contract with TJKM Transportation Consultants adding \$20,000 for a total not to exceed \$50,000 for on-call traffic engineering services, and extending the expiration date to June 30, 2004.

FISCAL IMPACTS OF RECOMMENDATION

The amendment will add \$20,000 to the current contract amount of \$30,000 for a total of \$50,000. Funds are available in budget code 610-0950-431-9960, Capital Improvement Fund, Project 04TP01, and in 366-0903-431-1101. The CMS Number is P2IQ2.

CURRENT SITUATION AND ITS EFFECTS

Staff expects it will spend the entire current contract amount of \$30,000 by the end of September or early October 2003. The department is in need of outside consultation services in order to keep up with a number of backlogged traffic engineering activities due to two associate engineer positions having been vacant for three months. We also are asking Council to approve another contract amendment with DKS Associates for the same services. The DKS contract is the subject of a separate Council item submitted for this agenda.

BACKGROUND

Since 1999 the City has hired outside traffic engineering consultants to assist staff in handling a continually increasing workload. Traffic engineering consultants augment the services of permanent staff where tight deadlines need to be met and/or special expertise is required.

TJKM's responsibilities will include responding to routine problems as well as special assignments, such as site visits, developing detour plans for construction projects, designing traffic signals, and making recommendations for signal timing adjustments.

Amend Contract for On-Call Traffic Engineering Services
TJKM Transportation Consultants

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RATIONALE FOR RECOMMENDATION

Staff does not have the resources to complete backlogged routine and special activities due to lack of staff. Traffic engineering has had on-call traffic engineering consultant contracts since 1999. However, we expect that the need for these services will diminish once the two associate traffic engineers are hired.

CONTACT PERSON

Peter Hillier, Assistant City Manager for Transportation

Approved:

A handwritten signature in cursive script that reads "Peter K Hillier". The signature is written in black ink and is positioned above a horizontal line.

Peter Hillier, Assistant City Manager for Transportation

RESOLUTION NO. -N.S.

AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE CONTRACT WITH TJKM TRANSPORTATION CONSULTANTS FOR ON-CALL TRAFFIC ENGINEERING SERVICES AND INCREASE THE AMOUNT BY \$20,000 FOR A TOTAL NOT TO EXCEED \$50,000 FOR THE PERIOD AUGUST 1, 2002 TO JUNE 30, 2004

WHEREAS, on July 23, 2002, the City Manager authorized Contract Number 5839 with TJKM Transportation Consultants for on-call traffic engineering services in an amount not to exceed \$30,000; and

WHEREAS, on-call traffic engineering services are needed to augment the services of permanent staff in order to eliminate a large backlog of routine and special assignments; and

WHEREAS, TJKM Transportation Consultants was selected in July 2002 from three respondents to a Request for Proposals; and the original contract amount is insufficient for the timely completion of both routine and special assignments due to two associate traffic engineer vacancies; and

WHEREAS, funds are available for this work in FY03 carryover funds (in 610-0950-431-9960, Traffic Timing Funds, Project No. 04TP01; and from salary savings in 366-0903-431-1101), and this contract amendment has been set up in the Citywide contracts database, CMS Number P2IQ2.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to the contract with TJKM Transportation Consultants for on-call traffic engineering services, to increase the amount by \$20,000 for a total not to exceed \$50,000 (Budget code: 610-0950-431-9960 and 366-0903-431-1101) and to extend the expiration date to June 30, 2004. A record signature copy of said contract to be on file in the Office of the City Clerk.