



City of Rialto

Legislation Text

File #: 18-290, **Version:** 1

For City Council Meeting [April 10, 2018]

TO: Honorable Mayor and City Council

APPROVAL: Robb R. Steel, Interim City Administrator

FROM: Robert G. Eisenbeisz, P.E., Public Works Director/City Engineer

Request City Council to Authorize issuance of a Purchase Order with Rick Engineering for \$21,490 to perform various On-Call Traffic Engineering Services.

BACKGROUND:

The Public Works Department is responsible for establishing, maintaining, and coordinating traffic engineering related activities throughout the City. The requested services from Rick Engineering will consist of on-call professional traffic engineering services on an as-needed basis to perform traffic engineering studies, analyses, and evaluations relative to traffic operations and safety on City streets and intersections. Assignments may include; traffic signal design, evaluation of intersection capacity/level of service, plan checking, grant writing and support, stop sign and traffic signal warrant evaluations, traffic volume counts and occasional review of traffic impact reports.

ANALYSIS/DISCUSSION:

The Public Works Department prepared Request for Proposals No. 17-001 (the "RFP") soliciting proposals from qualified professional traffic engineering firms to provide on-call professional services related to the City's traffic engineering needs. On August 18, 2016, staff released the RFP, with proposals due by September 15, 2016. The City advertised the RFP in the San Bernardino County Sun newspaper, posted it on the City's website and distributed it to various plan rooms throughout southern California.

The Public Works Department awarded a Professional Services Agreement to Rick Engineering on August 8, 2017 for \$28,500 to update the signal timing parameters on eighty (80) traffic signals City-wide, including an evaluation and update of the All-Red, Yellow and Pedestrian Clearance times in compliance with recent changes in the applicable standards. On January 23, 2018, Rick Engineering completed the signal timing update.

In order for Rick Engineering to continue providing on-call Traffic Engineering Services, the Public Works Department is requesting issuance of a new purchase order for a not-to-exceed amount of \$21,490 for a cumulative total of \$49,990 from inception to date.

Table 1 below shows the anticipated tasks and estimated costs:

Table 1

Work Type	Amount
All-Way Stop Analysis	\$5,710.00
Various On-Call Services	\$15,780.00
Total	\$21,490.00

ENVIRONMENTAL IMPACT:

Engaging engineering professionals is not a “Project” as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a “Project” means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. According to Section 15378(b), a Project does not include: (5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

GENERAL PLAN CONSISTENCY:

This action is consistent with Guiding Principle 3A in the General Plan:

Our City government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business.

Approval of this action also complies with the following City of Rialto General Plan Goals and Policies:

Goal 3-6: Require that all developed areas within Rialto are adequately served with essential public services and infrastructure.

Policy 3-6.1: Coordinate all development proposals with other affected public entities to ensure the provision of adequate public facilities and infrastructure services.

Goal 3-7: Upgrade public infrastructure as an inducement to promote private investment.

Policy 3-7.1: Link redevelopment tools with the processes of community facilities district formation and other similar funds to improve roadway and utility systems in areas with the greatest need for upgrades.

Goal 4-1: Provide transportation improvements to reduce traffic congestion associated with regional and local trip increases.

Policy 4-1.1: Establish and maintain standards for a variety of street classifications to serve both local and regional traffic, including Major Arterial Highways, Major Arterials, Secondary Arterials, Collector Streets, and Local Streets.

LEGAL REVIEW:

The City Attorney has reviewed and approved the staff report.

FINANCIAL IMPACT:

OPERATING BUDGET IMPACT

Funds are budgeted and available in the General Fund - Traffic Engineering Account No. 010-500-7310-2011 for \$21,490 for the cost of these services.

CAPITAL IMPROVEMENT BUDGET IMPACT

The project is included in the Capital Improvement budget and this proposed action will not affect the Capital Improvement Budget.

LICENSING

A Business License application and payment of a Business License tax at the Professional Service rate in the amount of \$79 will be paid by the vendor prior to execution of the Purchase Order.

RECOMMENDATION:

Staff recommends that the City Council authorize issuance of a Purchase Order with Rick Engineering for \$21,490 for various On-Call Traffic Engineering Services.