



## **CITY OF MENIFEE**

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SUBJECT: Agreement for City-wide Traffic Signal and Safety Lighting Inspection Services with the County of Riverside

MEETING DATE: November 6, 2024

TO: Mayor and City Council

PREPARED BY: Kristen Jensen, Financial Analyst

REVIEWED BY: Nick Fidler, Public Works Director

APPROVED BY: Armando G. Villa, City Manager

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### **RECOMMENDED ACTION**

1. Approve an Agreement for Traffic Signal and Safety Lighting Inspection Services with the County of Riverside, effective July 1, 2024, through June 30, 2030, for the provision of inspection and maintenance on city-wide traffic signal and lighted crossing facilities; and
2. Authorize the Finance Department to issue purchase orders for services provided by the County of Riverside until such time as a new agreement is finalized, and as needed upon finalization of the agreement.

### **DISCUSSION**

Upon the City's incorporation in October 2008, traffic signals that were formerly owned and maintained by the County of Riverside ("County") were transferred to City ownership. This shift in ownership also meant a shift in maintenance responsibility and required that the City establish a contract for ongoing inspection of traffic signals to ensure proper operation and timely emergency repair. Due to the County's familiarity with the existing traffic signal system, the City contracted with the County to provide the required traffic signal inspection and maintenance services ("Services"). The Services, administered by the County's Transportation and Land Management Agency (TLMA), continue to be a critical element in effective preventative maintenance for existing signals and assist to ensure compliance with design and construction standards during the installation of public and private traffic signal projects.

Over the course of the last 15 years, several agreements have been established with TMLA for the ongoing Services. The Services have continuously been provided by TLMA for both the original traffic signals transferred to the City, as well as all new signals constructed within the City since incorporation. As new traffic signals are added to the City's inventory, they are also added to the inventory included to receive regular Services provided by TLMA. There are currently

approximately 100 signalized intersections within the City. The most recent agreement with TLMA was established in Fiscal Year 2018/2019 with a term of July 1, 2018, through June 30, 2023. While the term of this agreement has lapsed, TLMA has continued to provide the Services to the City within the agreement parameters previously established.

Development of a renewal agreement was initially delayed due to shifts in the organizational structure of TLMA and resulting shifts in TLMA staff responsibilities. The City has now received the attached proposed Agreement for Traffic Signal and Safety Lighting Inspection Services (“Agreement”) from the County for consideration. The Agreement remains substantially the same as previous agreements with only the following changes noted:

- Term of Agreement: July 1, 2024, through June 30, 2030, with extension option.
- Notice of termination of agreement extended from 60 to 90 days.
- Services in Attachment A updated to accurately reflect both development and capital improvement projects.

If approved by City Council, final approval of the Agreement by the County is expected to be completed over the next few months. In the interim, it is critical that the City be able to continue receiving the Services, and subsequently continue to process invoices for the Services, while the Agreement is being completed. In the interim period, staff is requesting authorization for the Finance Department to issue purchase orders for the Services based on time and material billings and contingent on budget availability.

### **STRATEGIC PLAN OBJECTIVE**

Connectivity and Mobility

### **FISCAL IMPACT**

Traffic signal inspection and maintenance services are supported through capital improvement project budgets, developer deposits prior to City acceptance, and previously approved Fiscal Year 2024/2025 operating budgets in various special district funds and under Traffic Signal Maintenance in the Gas Tax Fund (2200-PWD-ENGR-652621).

The average annual cost of the Services is approximately \$300,000 which includes regularly scheduled inspections, emergency repair work, and back up battery replacement when necessary. Services are to be charged at actual costs on a time and material basis and individual purchase orders would be issued against the appropriate funding source as work is completed. There is no additional fiscal impact associated with the recommended action.

### **ATTACHMENTS**

1. Agreement