



CITY OF MENIFEE

SUBJECT: Agreement Amendment with STC Traffic, Inc. for On-Call Traffic Engineering Services

MEETING DATE: May 17, 2023

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

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute Amendment No. 1 to a Professional Services Agreement with STC Traffic, Inc. for On-Call Traffic Engineering services in an amount not-to-exceed \$54,900, for a total agreement amount of \$130,000.

DISCUSSION

The Public Works Land Development Engineering Division (“Engineering”) is responsible for processing and approving developer submittals for private residential, commercial, and industrial developments. These developments require plan check and review of traffic signal improvements, roadway striping, and traffic studies to ensure facilities are designed for maximum public safety and are in alignment with City Standards.

In August 2022, the City Council approved the establishment of a short-list of engineering firms determined to be qualified to provide On-Call Engineering services for Engineering. STC Traffic, Inc. (STC) was included on the short-list of qualified firms to provide specialized services and analysis/review of various traffic impact studies. In September 2022, the City entered into a Professional Services Agreement (PSA) with STC in an amount not-to-exceed of \$75,100 for Fiscal Year (FY) 2022/2023. The services provided through the PSA are development project specific and costs for services are supported by developer deposits (recoverable services).

Due to recent vacancies of staff in the Traffic section of Engineering, the need for On-Call Engineering services has increased to ensure that project approvals continue to be processed in a timely manner. The proposed Amendment No. 1 with STC is required to ensure the City remains responsive to current plan check requests. The Amendment would increase the current compensation amount by \$54,900 for a total agreement not-to-exceed amount of \$130,000.

STRATEGIC PLAN OBJECTIVE

Safe and Vibrant Community

FISCAL IMPACT

There is no additional budget appropriation needed for this item. Associated funding required for proposed Amendment No. 1 in the amount of \$54,900 is available in FY 2022/2023 operating budget, within Account No. 100-4551-52825 Professional Services (Recoverable). Additionally, as noted in the discussion section, all costs associated with traffic plan reviews are recoverable and fully supported by pre-paid developer deposits.

ATTACHMENTS

1. Original Agreement
2. Amendment No. 1