


COUNCIL COMMUNICATION

	Number:	19-133	Meeting:	March 25, 2019
	Agenda Item:	8	Roll Call:	19-133
	Submitted by:	Steven L. Naber, P.E., City Engineer		

AGENDA HEADING:

Approving items related to Traffic Study preparation for new developments:

- (A) Supplemental Agreement No. 16 with Shive-Hattery, Inc., to increase the upper limit of the original agreement to a not-to-exceed amount of \$250,000.
- (B) Supplemental Agreement No. 9 with HDR Engineering, Inc., to increase the upper limit of the original agreement to a not-to-exceed amount of \$250,000.
- (C) Supplemental Agreement No. 14 with Bolton & Menk, Inc., to increase the upper limit of the original agreement to a not-to-exceed amount of \$250,000.

SYNOPSIS:

- (A) Recommend approval of Supplemental Agreement No. 16 with Shive-Hattery, Inc., James Lee, President, 4125 Westown Parkway, Suite 100, West Des Moines, Iowa, 50266, to increase the upper limit of the original agreement to a not-to-exceed amount of \$250,000.
- (B) Recommend approval of Supplemental Agreement No. 9 with HDR Engineering, Inc, Eric Keen, President, 8404 Indian Hills Drive, Omaha, NE 68114, to increase the upper limit of the original agreement to a not-to-exceed amount of \$250,000.
- (C) Recommend approval of Supplemental Agreement No. 14 with Bolton & Menk, Inc., Bradley C. DeWolf, P.E., President/CEO, 1960 Premier Drive, Mankato, MN 56001, to increase the upper limit of the original agreement to a not-to-exceed amount of \$250,000.

FISCAL IMPACT:

Amount: \$300,000

Funding Source: 2019-2020 Operating Budget, page 84, Engineering Department Traffic and Transportation – Traffic Engineering, EG062084. Costs for the Traffic Impact Studies are paid by developers.

ADDITIONAL INFORMATION:

- Three (3) on-call consulting firms are under contract to provide on-call Traffic Impact Study Services for the City regarding development projects within the City. As developments come forward, a supplemental professional service agreement (PSA) and scope of services specific to

the development project will be developed with the cost coming from the overall \$150,000 in the on-call agreement over the three (3) year period. Two (2) years into the program, there has been more development than anticipated. To continue the program through June 30, 2019, the not-to-exceed amount needs to be increased to \$250,000 for each consultant.

- Prior to authorizing a consulting firm to complete Traffic Impact Study services, the respective developer issues payment to the City to cover the entire cost of the study. If the study is completed for an amount less than proposed, the developer is reimbursed the difference.

PREVIOUS COUNCIL ACTION(S):

Date: November 21, 2016

Roll Call Number: [16-2020](#), [16-2021](#), [16-2022](#), , and [16-2023](#)

Action: Items related to traffic study preparation for new developments: ([Council Communication No. 16-663](#))

- (A) [Traffic](#) Analysis Policy and Amendment to Site Plan Policies regarding required process for Traffic Studies and receive and file the Plan and Zoning Commission recommendation. Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.
- (B) [Professional](#) Services Agreement with Shive-Hattery, Inc. for On-Call Traffic Impact Study Services, not to exceed \$150,000. Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.
- (C) [Professional](#) Services Agreement with HDR Engineering, Inc. for On-Call Traffic Impact Study Services, not to exceed \$150,000. Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.
- (A) [Professional](#) Services Agreement with Bolton & Menk, Inc. for On-Call Traffic Impact Study Services, not to exceed \$150,000. Moved by Hensley to adopt. Motion Carried 6-1. Nays: Gatto.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- No further Council actions are anticipated related to these agreements.
- The current On-Call Services Agreements end on June 30, 2019. A new Request for Proposal (RFP) will be released for another pool of on-call consultants to continue the program. Professional Services Agreements for On-Call Traffic Impact Study Services will be presented to Council for approval.

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.