



Legislation Details (With Text)

File #: 11-0308 **Version:** 3

Type: Agenda Item **Status:** Approved

File created: 3/16/2011 **In control:** Board of Supervisors

On agenda: 10/21/2014 **Final action:** 10/21/2014

Title: Community Development Agency, Long Range Planning Division, recommending the Board authorize the Chair to sign Amendment II to Agreement for Services No. 11-53166 with Kittelson & Associates, Inc. for traffic engineering and transportation planning services to change the Contract Administrator, replace Exhibit B (fee schedule) in its entirety and to extend the term of the agreement by two years to October 31, 2016, pending review, minor modification (if needed) and approval by County Counsel and Risk Management. There is no change to the total not-to-exceed amount of the Agreement.

FUNDING: Developer Funds, 2004 General Plan Traffic Impact Mitigation Fees, State and Federal Grant Funds.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 3A - Board Memo 10-21-14, 2. 3B - Amendment II with Exhibit 10-21-14, 3. 3C - Contract Route Sheet 10-21-14, 4. Executed Agreement 10-21-14 item 7.pdf, 5. 2A - AGMT 11-53166 Fully Executed Contract 12-04-12, 6. 2B - AGMT 11-53166 Amend 1 - Approved CRS.pdf, 7. 2C - AGMT 11-53166 Amend 1.pdf, 8. A - Approved CRS.pdf, 9. B - Agreement #11-53166.pdf

Date	Ver.	Action By	Action	Result
10/21/2014	3	Board of Supervisors	Approved	Pass
12/4/2012	2	Board of Supervisors	Approved	Pass
11/1/2011	1	Board of Supervisors	Approved	Pass

Community Development Agency, Long Range Planning Division, recommending the Board authorize the Chair to sign Amendment II to Agreement for Services No. 11-53166 with Kittelson & Associates, Inc. for traffic engineering and transportation planning services to change the Contract Administrator, replace Exhibit B (fee schedule) in its entirety and to extend the term of the agreement by two years to October 31, 2016, pending review, minor modification (if needed) and approval by County Counsel and Risk Management. There is no change to the total not-to-exceed amount of the Agreement.

FUNDING: Developer Funds, 2004 General Plan Traffic Impact Mitigation Fees, State and Federal Grant Funds.

Fiscal Impact/Change to Net County Cost

The funding source will vary depending upon the task. Review of traffic studies submitted by applicants is funded by the applicant. In general, work on Capital Improvement Program (CIP) projects is funded by the 2004 General Plan Traffic Impact Mitigation Fees and State and Federal Grant Funds. The requested action has no associated fiscal impact or change to Net County Cost.

Background

On November 1, 2011, the Board of Supervisors (Board) approved Agreement for Services No. 11-53166 with Dowling Associates, Inc. for a not-to-exceed amount of \$300,000 for a three-year term to

assist the County with on-call traffic engineering and transportation planning services.

On January 16, 2012, Dowling Associates, Inc. had a change of ownership and became a wholly owned subsidiary of Kittelson & Associates, Inc. Because Kittelson & Associates Inc. and Dowling Associates, Inc. file their taxes under Kittelson's federal employer identification number, an Amendment to the contract was required.

On December 4, 2013, the Board approved Amendment I to Agreement for Services No. 11-53166, changing the ownership from Dowling Associates, Inc. to Kittelson & Associates, Inc., with no changes to compensation, the fee schedule or term of the agreement.

As Agreement for Services No. 11-53166 expires on October 31, 2014, and there is an ongoing need for peer review of traffic studies to supplement staff resources, staff recommends the Board approve Amendment II to extend this Agreement for two years. Amendment II will also change the Contract Administrator to David Defanti, and replace Exhibit B, fee schedule, in its entirety. There is no increase in the total not-to-exceed compensation amount of the Agreement.

Reason for Recommendation

Amendment II allows for the completion of work underway for peer reviews of traffic studies submitted by applicants as required by conditions of approval for tentative maps, parcel maps, and commercial development applications, as well as other on-call services. While staff is relying less on consultants and is increasingly doing more of this work internally, extending this contract will allow for flexibility in prioritizing workload as needed to meet Board objectives and to provide temporary help during an upcoming planned staff leave.

The Purchasing & Contracts Division concurs with the Division's decision to amend this Agreement and concurs that the Department's request is in compliance with Board of Supervisors Policy C-17.

The El Dorado County Employees Association, Local #1, has been informed of this proposed Amendment.

Clerk of the Board Follow Up Actions

1. Clerk to obtain the Chair's signature on the two originals of the Second Amendment to Agreement for Services No. 11-53166.
2. Clerk to forward one fully-executed original to the Community Development Agency contracts unit for further processing.

Contact

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CDA Long Range Planning Division

Concurrences

County Counsel, Risk Management