



**DATE:** May 17, 2022

**TO:** Mayor and City Council

**FROM:** Director of Public Works

**SUBJECT:** Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 5 Increasing the Professional Services Agreement with Advanced Mobility Group, Inc., by \$200,000 for a Total Not-to-Exceed Amount of \$632,500 for Various On-Call Traffic Engineering Design and Related Services

## **RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute Amendment No. 5 increasing funding for the Professional Services Agreement (PSA) with Advanced Mobility Group, Inc. (AMG), by \$200,000 for a total not-to-exceed amount of \$632,500, for various on-call traffic engineering design and related services.

## **SUMMARY**

An amendment to the existing agreement with AMG is needed to assist with transportation engineering services due to key position vacancies in the Public Works Transportation Division. AMG has assisted the Transportation Division with traffic control plan review, resident requests through Access Hayward, grant applications, traffic impact study review, signal timing analysis, and providing technical assistance to the City's signal system infrastructure. As a result of staff vacancies and continued transportation engineering workload, staff is requesting an amendment to increase the funding to continue receiving these services.

## **BACKGROUND**

On June 25, 2018, the City entered into a PSA with AMG in an amount not-to-exceed \$72,500 to address staff's increased workload in addressing Council's strategic priorities and an increase in Access Hayward requests. The agreement stipulated that AMG would provide project management and staff augmentation services. AMG was tasked with providing professional services, including, but not limited to, the following tasks:

- Process Access Hayward requests
- Complete Streets design
- Traffic Impact Report reviews
- Pedestrian/bicycle planning and design
- Assistance in general day-to-day engineering tasks

On November 13, 2018<sup>1</sup>, Council agreed to amend AMG's initial contract, increasing it by \$50,000, to allow them to assist staff in the design of the following traffic signal improvement projects:

1. Traffic signal upgrades on Jackson Street that were being performed as part of the Mission Boulevard Phase 2 project
2. New Traffic Signal (Parkside Heights)
3. Traffic Signal Modification (Fire Station 6 and Fire Training Center)

On May 7, 2019<sup>2</sup>, Council approved Amendment No. 2 to the PSA with AMG for an additional amount of \$145,000, increasing the total amount of the contract to \$267,500. The proposed contract amendment allowed AMG to provide critical staff augmentation support. This included assisting with resident requests through Access Hayward and providing technical assistance as the City's signal system infrastructure is upgraded.

A key task was to assist staff in conducting a comprehensive analysis of the Foothill Blvd./Jackson Street/D Street intersection. The Foothill Blvd./Jackson Street/D Street intersection is a complex, multi-lane juncture formed by three high-volume roadways at the southern gateway of the Downtown. AMG was tasked with assisting the City in conducting a comprehensive analysis of the intersection and developing a list of phased recommendations for consideration/implementation to improve the regulation of traffic flow, pedestrian mobility, and overall efficiency and safety.

On June 2, 2020<sup>3</sup>, Council agreed to Amendment No. 3 to the PSA with AMG for an additional amount of \$70,000, increasing the total amount of the contract to \$337,500. An amendment to the agreement with AMG was needed for increased traffic signal design services. The proposed contract amendment would allow AMG to continue to provide much-needed staff augmentation support, with the most critical need being to assist staff in completing a comprehensive analysis of the Foothill Blvd./Jackson Street/D Street intersection.

On April 27, 2021<sup>4</sup>, Council agreed to Amendment No. 4 to the PSA with AMG for an additional amount of \$95,000, increasing the total amount of the contract to \$432,500. An amendment to the existing agreement with AMG was needed in order for AMG to continue providing critical staff augmentation support due to reduced staff resources. Amendment No. 4 expires on June 30, 2022; however, the contract is currently out of funds due to the additional tasks AMG assisted with that were not anticipated. The additional tasks included an increase in the number of traffic control plan reviews, resident requests through Access Hayward, and IDEA grant support.

## DISCUSSION

The City is currently experiencing a staffing shortage in the Transportation Division of Public

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<sup>1</sup> <https://hayward.legistar.com/MeetingDetail.aspx?ID=642876&GUID=18B5C814-C6B0-4BAA-964F-80A7CA2CAFE&Options=info|&Search=Advanced+Mobility>

<sup>2</sup> <https://hayward.legistar.com/MeetingDetail.aspx?ID=690499&GUID=5AFEB242-0B30-4B4C-883E-CF74D5480712&Options=info|&Search=Advanced+Mobility>

<sup>3</sup> <https://hayward.legistar.com/MeetingDetail.aspx?ID=789251&GUID=084E8792-7714-43C7-BFDF-863198D43A77&Options=info|&Search=Advanced+Mobility>

<sup>4</sup> <https://hayward.legistar.com/LegislationDetail.aspx?ID=4923161&GUID=F65A118E-E1A4-4F78-9552-1375340F5B1D&Options=&Search=>

Works & Utilities Department, including the vacant Deputy Director of Public Works – Transportation, and a Senior Transportation Engineer position. The remaining Senior Transportation Engineer has announced their decision to leave by the end of June. Staff is requesting Amendment No. 5 to the PSA with AMG for an additional amount of \$200,000, increasing the total amount of the contract to \$632,000. The proposed contract amendment would allow AMG to continue providing much-needed staff augmentation support due to reduced staffing. This would include, but not be limited to, the following ongoing tasks:

- Traffic Control Plan review
- Development Plan review
- Traffic signal design
- Corridor Signal Timing Analysis
- Access Hayward requests review
- Grant applications
- Review the Automated Traffic Signal Performance Measures (ATSPM) System reports

## **ECONOMIC IMPACT**

The PSA facilitates timely transportation projects in the City, which impacts and improves the local economy. Improved traffic operations would also result in positive economic benefits for businesses.

## **FISCAL IMPACT**

The \$200,000 in costs associated with Amendment No. 5 will come from existing funds included in the City's adopted FY22 Capital Improvement Program Fund 460, Project 05712 "Intersection Improvement Project."

## **STRATEGIC ROADMAP**

This agenda item supports the Strategic Priority of Improving Infrastructure. Specifically, this item relates to the implementation of the following project(s):

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|------------|--|
| Project 1. | Improve Access and Mobility in Downtown Hayward          |
| Project 2. | Implement major corridor traffic calming initiatives     |
| Project 7. | Improve Mission Boulevard as a key 'Gateway to the City' |
| Project 8. | Implement the Bike & Ped Master Plan                     |

## **SUSTAINABILITY FEATURES**

The action taken for this agenda report will result in supporting mobility goals established as part of the City's 2040 General Plan, providing for a balanced multi-modal system of transportation facilities and services in Hayward.

This will increase transportation options, reduce environmental impacts of the transportation system, and enhance the overall quality of life for residents. The goal is to develop convenient transportation alternatives to motor vehicles for residents, visitors, shoppers, and commuters. The resulting improved efficiency of traffic signal systems and reduction in single occupancy

vehicles will reduce vehicle miles traveled and greenhouse gases.

## **PUBLIC CONTACT**

No public contact has been made related to this amendment.

## **NEXT STEPS**

If Council approves this request, the City Manager will execute Amendment No. 5 to the PSA with AMG to increase the contract amount to a not-to-exceed amount of \$632,500.

*Prepared by:* Shabnam Yari, Associate Transportation Engineer

*Recommended by:* Alex Ameri, Director of Public Works

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', is positioned above a horizontal line.

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Kelly McAdoo, City Manager