



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 06/20/2023

ITEM NO: 9

DATE: June 2, 2023
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute a Second Amendment to the Agreement with Whitlock & Weinberger Transportation, Inc. dba W-Trans, Modifying the Scope of Service, Extending the Term, and Increasing the Total Compensation by \$50,000 for a Total Contract Amount not to Exceed \$250,000 for Consultant Services for the Project Management Function of the Traffic Signal Modernization Project (Project 813-0227)

RECOMMENDATION:

Authorize the Town Manager to execute a Second Amendment (Attachment 1) to the Agreement with Whitlock & Weinberger Transportation, Inc. dba W-Trans, modifying the scope of service, extending the term, and increasing the total compensation by \$50,000 for a total contract amount not to exceed \$250,000 for consultant services for the project management function of the Traffic Signal Modernization Project (Project 813-0227).

BACKGROUND:

Town staff began the Traffic Signal Modernization Project (Project 813-0227) in 2018, also referred to as the Smart Signals Project, to upgrade the Town owned and operated traffic signals (31 in total) and enhance the signal systems with state-of-the-art adaptive technologies. The project is funded by the Town's Traffic Mitigation Funds (TMF), two Vehicle Registration Fee (VRF) grants from the Santa Clara Valley Transportation Authority (VTA) and the Innovative Deployments to Enhance Arterials (IDEA) grant from the Metropolitan Transportation Commission (MTC). This project is included in the Fiscal Year 2023/24 – 2027/28 Capital Improvement Program.

PREPARED BY: Mike Vroman
Senior Traffic Engineer

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Parks and Public Works Director

BACKGROUND (continued):

The goals of the Smart Signals Project are to improve multimodal safety and traffic operations; improve travel time for vehicles, bicycles, and pedestrians; improve the ability to plan for and respond to variable traffic volumes and patterns; test new technologies for bicycle detection and priorities; and help address traffic congestion issues on Los Gatos Boulevard.

At its April 3, 2018 meeting, the Town Council approved an agreement for consultant services with W-Trans (Attachment 2) for project management in an amount not to exceed \$125,000. At that time, staff noted that additional costs may be incurred during project implementation and commissioning and those would be addressed through separate Council actions as necessary.

At its December 17, 2019 meeting, the Town Council was advised of a multi-step procurement process for the project, with the total value of approximately \$1.8 million. Council authorized the Town Manager to issue procurement documents for the following:

1. Central System Adaptive Traffic Control System (ATCS)
2. Signal Controller Upgrades
3. Automated Traffic Signal Performance Measures (ATSPM)
4. Virtual Bike Detection/Bike Signal Priority (VBD/BSP)
5. Design of Field Elements and Construction of Field Elements

Staff issued two Requests for Proposals (RFPs): one for the Central Adaptive Traffic Signal Control System and Advanced Traffic Management Systems (ATCS-ATMS), which included the Signal Controller Upgrades, and the other for the design of the Smart Signals Field Improvements. At the May 19, 2020 meeting, Council awarded the design contract for the Smart Signals Field Improvements to Iteris, Inc. The ATCS-ATMS vendor contract was awarded to Econolite Systems at the June 2, 2020 Town Council meeting.

At its August 18, 2020 meeting, the Town Council approved a first amendment to the agreement for consultant services with W-Trans (Attachment 3) for the project management function in an amount not to exceed \$200,000.

The Town first released the RFP for ATSPM and VBD/BSP on September 8, 2020. The RFP was posted on the Town's website and sent to potential consultants. The RFP scope for the ATSPM had to be reissued on November 9, 2020, due to proposers not being able to meet mandatory system requirements. Requirements were modified to allow proposers to qualify. The Automated Traffic Signal Performance Measures and Virtual Bike Detection/Bike Signal Priority

BACKGROUND (continued):

Project vendor contract was awarded to Econolite Systems at the February 11, 2021 Town Council meeting.

After a competitive bid process, on January 19, 2021, the Town Council authorized the Town Manager was authorized to award and execute a construction agreement to construct the Smart Signal Field Improvements designed by Iteris, Inc. in an amount not to exceed \$750,000.

DISCUSSION:

The project management expertise from W-Trans has been highly valuable in the evaluation of the traffic control system, consultant and vendor selection, design, equipment procurement, and construction/installation phases. The proposed contract extension to June 30, 2024 and expanded scope of work would allow W-Trans to prepare intersection detection diagrams for the non-IDEA intersections, complete system performance testing, assist with calibration of the bike detection application, including coordination efforts, and assist with providing remote signal connections and other tasks, as needed, to ensure the overall project is delivered and functioning to meet the Town's expectations.

The additional compensation covers the term extension and the expanded scope of work as noted above. All work, including coordination efforts with the schools and calibration of the bike application is scheduled to be completed by June 30, 2024.

CONCLUSION:

Staff is recommending the Town Council authorize the Town Manager to execute a Second Amendment to Consultant Services Agreement for the project management function of the Traffic Signal Modernization Project.

COORDINATION:

This report was coordinated with the Town Attorney's Office and the Finance Department.

FISCAL IMPACT:

There are sufficient funds in the FY 2022/23 – 2026/27 CIP budget for this year's Street Repair and Resurfacing Project (CIP No. 813-0227).

FISCAL IMPACT (continued):

Staff costs are tracked for all projects. Tracking of staff costs allows for accountability in the costs of projects, recovery of costs from grant funded projects, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff that support fluctuating workloads. The costs for temporary staff will be directly associated with this project while full-time staff are accounted for in the department's operating budget.

Traffic Signal Modernization CIP No. 813-0227		
	Budget	Costs
Grant Funding	\$ 1,519,662	
Prior Project Expenditures w/Encumbrances		\$ 1,083,632
Total Expenditures		\$ 1,083,632
Remaining Grant Fund Budget		\$ 436,030
	Budget	Costs
Traffic Mitigation Fund	\$ 1,103,289	
Prior Project Expenditures w/Encumbrances		\$ 949,124
Consultant Services (Approved with this Staff Report)		\$ 50,000
Total Expenditures		\$ 999,124
Remaining Traffic Mitigation Budget		\$ 104,165
Total Project Balance		\$ 540,195

ENVIRONMENTAL ASSESSMENT:

The recommended action is not a project defined under CEQA, and no further action is required.

Attachments:

1. Second Amendment to Consultant Services Agreement
2. Agreement for Consultant Services with W-Trans for the project management function
3. First Amendment to Consultant Services Agreement