



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 03/08/2022

**REQUESTER:** Katherine Coffin

**PRESENTER:** David Riesland, Transportation Engineer

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2122-101: A CONTRACT BY AND BETWEEN THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS AND THE CITY OF NORMAN, OKLAHOMA, FOR A REIMBURSEMENT IN AN AMOUNT NOT-TO-EXCEED \$20,000 FOR THE COLLECTION OF TRAFFIC DATA AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

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### **BACKGROUND:**

The Association of Central Oklahoma Governments (ACOG) is responsible for the administration of the Unified Planning Works Program (UPWP) in the Oklahoma City Metropolitan Area. The program's purpose is to maintain a comprehensive, continuing, and cooperative planning process for the region. The Oklahoma Department of Transportation provides Federal Highway Administration funds for this planning process and the many tasks associated with it, which include activities such as travel time/delay studies, monitoring of intersection related accidents, traffic data collection, traffic signal monitoring, and congestion management.

### **DISCUSSION:**

During the last twenty-five years, our City has been able to participate in the program by collecting traffic data at a number of locations throughout the City. For Fiscal Year 2021-2022, ACOG has offered us reimbursement not to exceed \$20,000 in federal funds to cover the cost associated with this activity. These funds will be reimbursed to the City upon completion of the work.

The Traffic Control Division collects traffic data on a routine basis. The additional funds made available through ACOG have allowed us to expand our program and offset some of the local expenses associated with this work activity. In order to receive these funds, the City must enter into a contractual agreement with ACOG. Staff and ACOG officials developed Contract K-2122-101 for this specific purpose. The City Attorney has reviewed this document and found its content to be acceptable.

**RECOMMENDATION No. 1:**

Staff recommends approval of Contract K-2122-101 for the collection of traffic data.

**RECOMMENDATION No. 2:**

Staff recommends appropriation of \$20,000 from Special Grants Fund Balance (account number 22-29000) to Maintenance Supplies – Traffic Signal Parts (account number 22550223-43212). Reimbursement requests will be recorded into revenue account Other Revenue – ACOG Traffic Grant (account number 225-371312).