



AGENDA MEMORANDUM

Action Item for the City Council Meeting of 04/09/13

DATE: March 29, 2013

TO: Ronald L. Olson, City Manager

FROM: Mike Barrera, Asst. Director of Finance
MikeB@cctexas.com
361.826.3169
Valerie H. Gray, P.E., Director of Storm Water and Street Operations
ValerieG@cctexas.com
361.826.1875

Professional services contract for database survey to collect data for street maintenance fee

CAPTION:

Motion authorizing the City Manager or designee to execute a contract with HDR Engineering, Inc. to provide professional services in connection with the Street Maintenance Fee Database Assistance Project, for a total fee not to exceed \$202,500.

PURPOSE:

This item is an Agreement for third party resources to perform a survey of the non-residential properties within the City in order to more specifically identify land use to be used in assigning trip factors for the Street Maintenance Fee.

BACKGROUND AND FINDINGS:

During the February 26, 2013 City Council meeting, Council members expressed an interest in City staff performing a survey in order to more specifically assign the land use for trip factor determination. This Agreement provides the service of performing the survey and assigning a trip factor based on direction provided by staff and the Trip Factor Index referenced in the Ordinance establishing rates, policies, and methodologies presented to Council on March 19, 2013 as may be modified subsequently.

ALTERNATIVES:

Council may choose not to approve the Agreement.

OTHER CONSIDERATIONS:

None.

CONFORMITY TO CITY POLICY:

The Agreement follows all appropriate policy.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Street Operations.

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2012-2013	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$ 202,500	\$ -0-	\$ 202,500
Encumbered / Expended Amount		\$ -0-	\$ -0-	\$ 0
This item		\$ 202,500	\$ -0-	\$ 202,500
BALANCE		\$ -0-	\$ -0-	\$ -0-

Fund(s): 530000-1041-12415

Comments: None

"This item" – Enter amount obligated by the item in future years (if applicable).

RECOMMENDATION:

Staff recommends approval of the Agreement.

LIST OF SUPPORTING DOCUMENTS:

None.