



November 4, 2024

To: Regional Transportation Planning Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Amendment to Agreement for Regional Modeling-Traffic Operations On-Call Support Staffing Agreement

A handwritten signature in blue ink, appearing to read "Darrell E. Johnson", is written over the "From:" field of the memo.

Overview

On February 8, 2021, the Orange County Transportation Authority Board of Directors approved the selection of W.G. Zimmerman Engineering, Inc. as the firm to provide on-call support staffing services for the Regional Modeling and Traffic Operations section for a two-year initial term with two, two-year option terms. The first option term approved by the Board of Directors expires on February 28, 2025. Staff is requesting approval to exercise the second option term effective March 1, 2025 through February 28, 2027.

Recommendation

Authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Agreement No. C-0-2608 between the Orange County Transportation Authority and W.G. Zimmerman Engineering, Inc., to exercise the second option term, in the amount of \$400,000, to continue providing regional modeling-traffic operations support staffing services, effective March 1, 2025 through February 28, 2027. This will increase the maximum obligation of the agreement to a contract value of \$1,200,000.

Discussion

The Orange County Transportation Authority (OCTA) has been designated by the local agencies to administer and lead over 15 regionally significant traffic signal synchronization projects. These projects are currently underway or in early development. Regional Modeling-Traffic Operations staff have limited resources to provide this service to local agencies in support of the Regional Traffic Signal Synchronization Program (RTSSP). When internal resources within OCTA are unavailable for performance of projects of a special or unique nature, OCTA uses external, qualified consultant services for that function.

Amendment to Agreement for Regional Modeling-Traffic Page 2 Operations On-Call Support Staffing Agreement

Project management assistance is required and is requested by OCTA in support of its traffic engineering needs for the RTSSP and other transportation engineering and planning projects on an as-needed basis. On February 8, 2021, the Board of Directors (Board) approved W.G. Zimmerman Engineering, Inc. (WGZE) to provide support staff, which includes one on-site engineer and off-site support staff to provide OCTA with the flexibility of engaging and delivering simultaneous traffic signal synchronization projects to meet delivery schedules and assist staff in day-to-day tasks required as part of signal synchronization projects.

Procurement Approach

The original procurement was handled in accordance with OCTA's Board-approved procedures for professional and technical services. On February 8, 2021, the Board approved the award of the agreement with WGZE to provide regional modeling-traffic operations support staffing services. The original agreement was awarded on a competitive basis and includes a two-year initial term with two, two-year option terms, in the amount of \$400,000. The first option term was approved by the Board on November 14, 2022, as shown in Attachment A.

The proposed Amendment No. 2 is to exercise the second option term of the agreement for a period of two years, effective March 1, 2025 through February 28, 2027. The budget for the amendment, in the amount of \$400,000, is based on current and anticipated usage for support staffing services. The hourly rates for the second option term were originally negotiated when the agreement was established; however, the Contracts Administration and Materials Management Department was able to negotiate with WGZE to hold most of the hourly rates from the first option term through the second option term. Exercising the second option term will allow WGZE to continue providing necessary regional modeling-traffic operations support staffing services through February 28, 2027.

Fiscal Impact

Funds for this project are included in OCTA's Fiscal Year 2024-25 Budget, Account No. 0017-7519-SP001-P2U, and are funded through Measure M2.

**Amendment to Agreement for Regional Modeling-Traffic Page 3
Operations On-Call Support Staffing Agreement**

Summary

Staff is recommending the Board authorize the Chief Executive Officer to negotiate and execute Amendment No. 2 to Agreement No. C-0-2608 between OCTA and WGZE, in the amount of \$400,000, to continue providing regional modeling-traffic operations support staffing services, effective March 1, 2025 through February 28, 2027. This will increase the maximum obligation of the agreement to a contract value of \$1,200,000.

Attachment

A. W.G. Zimmerman Engineering, Inc., Agreement No. C-0-2608 Fact Sheet

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