



**CITY OF HAYWARD**  
**AGENDA REPORT**

AGENDA DATE 09/10/02  
AGENDA ITEM 5  
WORK SESSION ITEM \_\_\_\_\_

**TO:** Mayor and City Council  
**FROM:** Director of Public Works  
**SUBJECT:** Authorization for Temporary Traffic Engineering Consulting Services with CH2MHILL

**RECOMMENDATION:**

It is recommended that the City Council authorize the City Manager to execute an amendment for \$35,000 to the CH2MHILL traffic engineering services agreement, which would result in a total not-to-exceed agreement amount of \$60,000.

**DISCUSSION:**

On May 20, the City's Associate Transportation Engineer departed the City for another position. This left the Engineering and Transportation Division with a significant staff shortage in trying to address the traffic operational demands of the City. Accordingly, temporary help had to be found rather quickly. Consequently, after investigating various sources of consultant assistance, the City Manager, on July 2, 2002, executed an agreement between the City and the firm of CH2MHILL for the provision of temporary transportation engineering services. The agreement was for an amount not to exceed \$25,000. Payment for these services has nearly reached this limit.

Concurrently, the Human Resources Department has actively recruited for the vacant position. However, in the three months in which the position has been advertised, the process has not yielded any candidates who, in terms of experience and licensing, meet the minimum qualifications of the position. Hence, the position has remained vacant and is continuing to be advertised. It is not expected that the vacancy will soon be filled.

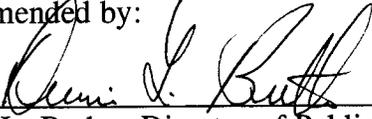
Because the need to fill the position is so great, and in accordance with Council guidelines, staff is requesting that Council authorize the City Manager to execute an amendment to the existing contract, for an amount not to exceed \$35,000, which will bring the total contract amount to \$60,000. This will provide part time consultant assistance through the end of the calendar year, if needed. Costs for this contract not chargeable to capital projects are covered by salary saving within the division.

Prepared by:



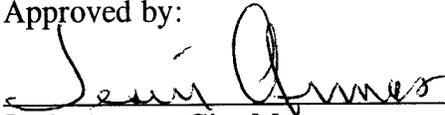
Robert A. Bauman, Deputy Director of Public Works

Recommended by:



Dennis L. Butler, Director of Public Works

Approved by:



Jesús Armas, City Manager

**DRAFT**



HAYWARD CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER  
TO EXECUTE AN AMENDMENT TO THE CH2MHILL  
TRAFFIC ENGINEERING SERVICES AGREEMENT FOR  
TEMPORARY TRANSPORTATION ENGINEERING  
SERVICES

BE IT RESOLVED, by the City Council of the City of Hayward that the City Manager is authorized to execute on behalf of the City of Hayward an amendment to the CH2MHILL traffic engineering services agreement authorizing additional payment not to exceed \$35,000 for a part time consultant for transportation engineering services.

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2002

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:  
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward