



## Staff Report

### March 10, 2020

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**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Brit Snipes, Town Engineer  
**DATE:** March 10, 2020  
**RE:** Contract Amendment with NCE Consultants, Inc. for Pavement Condition Index Study

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#### **Recommendation**

Staff recommends the Town Council adopt the attached resolution and authorize the Town Manager to enter into a first contract amendment with NCE Consultants, Inc. for the Pavement Condition Index Study. This contract amendment will increase the contract amount to include the collection of speed data and traffic counts and will bring NCE's total allowable compensation under the contract to \$31,780.

#### **Issue Statement and Discussion**

The Town of Loomis entered into a contract with NCE Consultants, Inc., January 30, 2020, to evaluate and record the condition of the Town's roadway pavement. The original contract amount was not to exceed \$23,500.

In accordance with the California Vehicle Code requirements, a speed survey must be updated every five years to ensure that the current speed limits throughout Town are adequate and easily enforced through the court system. The Town's last speed survey was completed in the spring of 2016 by the consulting firm of Omni-Means.

A speed survey and traffic counts are also needed for updates to the Town's Capital Improvement Program as well as the Circulation Element of the General Plan. NCE can provide both services and there is a cost savings to have them gather this information at the same time as they perform the pavement condition study.

Staff requested a budget for NCE to provide these services and the quote of \$8,280 is reasonable. Staff recommends increasing the contract with NCE Consulting to include a Speed Survey and Traffic Counts.

Staff is prepared to answer any questions you may have.

#### **CEQA Requirements**

There are no CEQA implications associated with the recommended action.

#### **Financial and/or Policy Implications**

Funding for this contract will be from Transportation Funds.

#### **Attachments**

- A. Resolution
- B. NCE Consultants Contract Amendment

**TOWN OF LOOMIS**

RESOLUTION NO. 20 - \_\_

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOOMIS  
AMENDING THE JANUARY 30, 2020 CONTRACT FOR THE PAVEMENT CONDITION INDEX  
STUDY BETWEEN THE TOWN OF LOOMIS AND NCE CONSULTANTS, INC.**

**WHEREAS**, the Town and NCE Consultants, Inc. ("NCE") entered into a Contract for the Pavement Condition Index Study, on January 30, 2020 ("Contract"); and

**WHEREAS**, there is considerable cost and time savings to have the same consultant that is evaluating the pavement condition also provide traffic counts and speed survey; and

**WHEREAS**, in accordance with the California Vehicle Code requirements, a speed survey must be updated every five years to ensure that the current speed limits throughout Town are adequate and easily enforced; and

**WHEREAS**, traffic counts are needed for updates to the Town's Capital Improvement Program as well as the Circulation Element of the General Plan; and

**WHEREAS**, on February 6, 2020 NCE submitted a cost for these additional services in the amount of \$ 8,280; and

**WHEREAS**, the Town and NCE now desire to approve Contract Amendment to the Contract to increase the total allowable compensation under the Contract to \$31,780.

**NOW, THEREFORE, IT IS MUTUALLY AGREED** by parties hereto to amend said Contract as follows:

- I. Amendment. Section 4 of the Contract is hereby amended by replacing the figure \$23,500 with \$31,780.
- II. Remaining Terms Unaffected:  
Except as expressly provided herein, nothing in this Amendment shall be deemed to waive or modify any of the other provisions of the Contract. In the event of any conflict between this Amendment and the Contract, the terms of this Amendment shall control.

**PASSED AND ADOPTED** by the Town Council of the Town of Loomis this 10th day of March 2020 by the following vote:

**AYES:**  
**NOES:**  
**ABSTAINED:**  
**ABSENT:**

\_\_\_\_\_  
Mayor Jan Clark-Crets

ATTEST:

\_\_\_\_\_  
Charleen Strock, Town Clerk

AMENDMENT NO. 1  
TO THE CONTRACT FOR THE PAVEMENT CONDITION INDEX STUDY BETWEEN THE  
TOWN OF LOOMIS AND NCE CONSULTING, INC, DATED JANUARY 30, 2020

This Amendment No. 1 to the Contract for the Pavement Condition Index Study, between the **Town of Loomis** ("Town") and NCE Consultants, Inc., which was entered into on January 30, 2020, is made and entered into this 10 day of March 2020 (the "Effective Date").

RECITALS

**WHEREAS**, the Town and NCE Consultants, Inc. ("NCE") entered into a Contract for the Pavement Condition Index Study, on January 30, 2020 ("Contract"); and

**WHEREAS**, in accordance with the California Vehicle Code requirements, a speed survey must be updated every five years to ensure that the current speed limits throughout Town are adequate and easily enforced; and

**WHEREAS**, traffic counts are needed for updates to the Town's Capital Improvement Program as well as the Circulation Element of the General Plan; and

**WHEREAS**, on February 6, 2020 NCE submitted a cost for these additional services in the amount of \$ 8,280; and

**WHEREAS**, the Town and NCE now desire to approve Contract Amendment to the Contract to increase the total allowable compensation under the Contract to \$31,780.

**NOW, THEREFORE, IT IS MUTUALLY AGREED** by parties hereto to amend said Contract as follows:

- I. Amendment. Section 4 of the Contract is hereby amended by replacing the figure \$23,500 with \$31,780.
- II. Remaining Terms Unaffected:
- III. Except as expressly provided herein, nothing in this Amendment shall be deemed to waive or modify any of the other provisions of the Contract. In the event of any conflict between this Amendment and the Contract, the terms of this Amendment shall control.

**IN WITNESS WHEREOF** the parties hereto have executed this Amendment as of the Effective Date.

**Town of Loomis**

**NCE Consultants, Inc.**

By: \_\_\_\_\_  
Sean Rabe, Town Manager

By: \_\_\_\_\_

Approved as to form:

Attest:

By: \_\_\_\_\_  
Jeffrey Mitchell, Town Attorney

By: \_\_\_\_\_  
Charleen Strock, Town Clerk