



STAFF REPORT

DATE: **June 23, 2020**

TO: **Kent Cagle, City Manager**

FROM: **Danielle Singh, Executive Director of Public Works**

SUBJECT: **Authorize Professional Services Agreements with Kimley-Horn and Associates, Inc. in the amount of \$69,750 for the design of the Clear Creek Road and Bunny Trail Intersection Signalization and W. Elms Road and Tallwood Drive Intersection Signalization Projects**

BACKGROUND AND FINDINGS:

The intersection of SH 201 / Clear Creek Road and Bunny Trail is currently un-signalized with a STOP sign on Bunny Trail. A traffic study, which also analyzed the traffic signal warrants, concluded that this intersection is experiencing high traffic volume on both streets. Staff determined that traffic signal warrants are met, and the intersection should be signalized. The City's Transportation Capital Improvements Program report identified this project as a high priority project. This project was included in the approved 5-Year Capital Improvement Program and budgeted for the current fiscal year.

Traffic at the intersection of W. Elms Road and Tallwood Drive is currently controlled by 2-way STOP signs on Tallwood Drive. Palo Alto Middle School is located in the northwest corner of this intersection. A transportation engineering study, which also analyzed the Traffic Signal Warrants, concluded that signal warrants are met and signalization of this intersection is required. The signal will directly benefit children and improve child safety near a school by creating a signalized pedestrian crossing. This project is funded in the Child Safety Fund in the current fiscal year.

Kimley-Horn and Associates, Inc. is a pre-qualified consultant for the City. They have completed two traffic signal designs in Killeen in the past. They were selected based on their prior experience and expertise. The Professional Services Agreement (PSA) will authorize them to prepare plans and related construction documents and assist the City in construction administration for the projects.

THE ALTERNATIVES CONSIDERED:

Which alternative is recommended? Why?

Alternatives are -

- a. Do not proceed with the traffic signal projects.
- b. Authorize professional services agreements with Kimley-Horn and Associates, Inc.

CONFORMITY TO CITY POLICY:

Authorizing a PSA with Kimley-Horn and Associates, Inc. for the design and construction administration of the Clear Creek and Bunny Trail Signalization and the W. Elms Road and Tallwood Drive Signalization projects conform to all State and City purchasing policies.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The proposed fee for the Clear Creek and Bunny Trail Intersection Signalization project is a lump sum amount of \$36,425. Funds are available in the Governmental CIP Projects/Traffic Signal, Account #349-3435-432.60-85.

The proposed fee for the W. Elms Road and Tallwood Drive Intersection Signalization project is a lump sum amount of \$33,325 and funds are available in the Child Safety Fund/Traffic Signal, Account #248-3445-434.60-85.

The total financial impact for these two projects is not to exceed \$69,750.

Is this a one-time or recurring expenditure?

This is a one-time expenditure.

Is this expenditure budgeted?

The expenditure is budgeted.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes, there are sufficient funds in the budgeted line-item for this expenditure.

RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager or his designee to enter into professional service agreements with Kimley-Horn and Associates, Inc. for the design and construction administration services of the Clear Creek Road and Bunny Trail Intersection Signalization and the W. Elms Road and Tallwood Drive Intersection Signalization projects in the total amount of \$69,750.00, and that the City Manager is expressly authorized to execute any and all changes within the amounts set by state and local law.

DEPARTMENTAL CLEARANCES:

Public Works
Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Letters of Agreement
Certificate of Interested Parties