



CITY COUNCIL AGENDA REPORT

MEETING DATE: June 2, 2015

ITEM NUMBER: **CC-6**

SUBJECT: TRAFFIC MANAGEMENT SERVICES AGREEMENT WITH THE 32ND DISTRICT AGRICULTURAL ASSOCIATION.

DATE: JUNE 2, 2015

FROM: POLICE DEPARTMENT- SUPPORT SERVICES DIVISION

**PRESENTATION BY: BRYAN WADKINS, SGT.
TRAFFIC SAFETY BUREAU, SPECIAL POLICE SERVICES SUPERVISOR**

**FOR FURTHER INFORMATION CONTACT: BRYAN WADKINS, SGT.
(714) 754-5125**

RECOMMENDED ACTION:

Approve the 2015 contract for traffic management services between the Costa Mesa Police Department and the 32nd District Agricultural Association for the Orange County Fair. Authorize the Chief Executive Officer or his designee, to sign the contract. The term of the agreement is July 17, 2015 through August 16, 2015 and the maximum amount is \$365,000.

BACKGROUND:

Each year, the Police Department enters into a contract agreement to provide traffic management services to the 32nd District Agricultural Association. This contract only applies to the annual Orange County Fair.

The State of California requires the governing agency (City Council) to approve all contracts before payment can be made.

ANALYSIS:

The Costa Mesa Police Department requests authorization to enter into a contract with the 32nd District Agricultural Association for traffic management during the 2015 Orange County Fair at the Orange County Fairgrounds and Exposition Center. The contract exclusively covers payment to Police Department personnel involved in traffic management during the Fair, which runs from July 17, 2015 through August 16, 2015. The contract is not to exceed three hundred sixty-five thousand dollars (\$365,000).

Cost estimates are based on the City of Costa Mesa Administrative Regulation governing special event rates per employee.

The 2015 contract services include:

1. To provide and coordinate traffic management services for the 2015 OC Fair at the OC Fair & Events Center.
2. To attend pre-Fair and post-Fair meetings with District Staff.
3. To control or “pickle” traffic lights in unison with the efforts of the District’s Parking Department.
4. To close city streets in unison with the efforts of the District’s Parking Department. Contractor to update signage boards to reflect street closures and directional information in conjunction with Districts Parking Department.
5. To provide a summary report of field operations, including a description of service performed by field officers.
6. The dates, times, and number of police personnel required will be mutually determined by the Costa Mesa Police Department and District Management.

ALTERNATIVES CONSIDERED:

None.

FISCAL REVIEW:

The 32nd District Agricultural Association reimburses all personnel costs for the City traffic management services at the Orange County Fairgrounds and Exposition Center.

LEGAL REVIEW:

The City Attorney’s Office has reviewed the contract and has approved it as to form and content.

CONCLUSION:

Staff recommends approval of the contract covering the annual Orange County Fair at the Orange County Fairgrounds and Exposition Center. Approval is necessary to process billing for services with this State Agency.

BRYAN WADKINS

Traffic Safety Bureau,
Special Police Services

RONALD LOWENBERG

Chief of Police

STEPHEN DUNIVENT

Interim Finance Director

TOM DUARTE

City Attorney

DISTRIBUTION: City Manager
 City Attorney
 Finance Director
 City Clerk

ATTACHMENTS: 1 [“City of Costa Mesa Request for Police Service”](#)
 2 [State of California “Standard Agreement SA-063-15FT”](#)