



CITY COUNCIL AGENDA REPORT

MEETING DATE: JULY 5, 2016

ITEM NUMBER: **CC-9**

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

DATE: JUNE 15, 2016

FROM: POLICE DEPARTMENT - FIELD OPERATIONS DIVISION

PRESENTATION BY: ZACK HOFERITZA, SGT.
SPECIAL SERVICES BUREAU, SPECIAL POLICE SERVICES SUPERVISOR

FOR FURTHER INFORMATION CONTACT: ZACK HOFERITZA, SGT.
(714) 754-5125

RECOMMENDED ACTION:

Approve the 2016 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 15th, 2016, through August 14, 2016, and the maximum amount shall not to exceed \$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 to enter into a contract with the 32nd District Agricultural Association for traffic management during the 2016 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 is scheduled from July 15, 2016, through August 14, 2016. 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 (A.R. 2.13).

The 2016 contract services include:

1. To provide and coordinate traffic management services for the 2016 Orange County 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 services 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.

 ZACK HOFERITZA

 Special Services Bureau,
 Special Police Services

 ROBERT SHARPBACK

 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” State of California “Standard Agreement SA-197-16FT”](#)
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