



CITY COUNCIL AGENDA REPORT

MEETING DATE: JULY 19, 2016

ITEM NUMBER: **CC-4**

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

DATE: JUNE 15, 2016

FROM: POLICE DEPARTMENT- SUPPORT SERVICES DIVISION

**PRESENTATION BY: ZACK HOFERITZA, SGT.
TRAFFIC SAFETY BUREAU, SPECIAL EVENTS 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 all designated Interim Events of the Orange County Fair and Exposition Center. Authorize the Chief Executive Officer, or his designee, to sign the contract. The term of the agreement is April 1, 2016 through March 31, 2017 and the maximum amount shall not to exceed seventy thousand dollars (\$70,000).

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 interim events at the Orange County Fair and Exposition Center.

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 all interim events which will occur during 2016 and the first quarter of 2017 at the Orange County Fairgrounds and Exposition Center. The contract exclusively covers payment to Police Department personnel involved in traffic management activities during these events, which will be scheduled from April 1, 2016 through March 31, 2017. The contract is not to exceed seventy thousand dollars (\$70,000).

Cost estimates are based on the City of Costa Mesa Administrative Regulation governing special event rates per employee, (A.R. 2.13 Section 1-4).

The 2016 contract services include:

1. To provide and coordinate traffic management services during Year-Round Events at the OC Fair & Events Center.
2. Provide officers for large-scale events, where there is a high volume of automobile and/or pedestrian traffic.
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 Interim Events at the Orange County Fairgrounds and Exposition Center. Approval is necessary to process billing for services with this State Agency.

ZACK HOFERITZA

Traffic Safety Bureau,
Special Police Services

ROBERT SHARPNACK

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”](#)