



City Council Report

Date: June 17, 2013
To: City Council
Through: Karolyn Kent, Deputy City Manager
From: Dan Cleavenger, Transportation Department Director
Alan Sanderson, Deputy Transportation Director
Subject: Traffic Signal Equipment Loan Fee (Citywide)

Strategic Initiatives



Purpose and Recommendation

The purpose of this report is to recommend revising the fees charged to contractors that borrow City owned traffic signal equipment.

It is recommended that the fees for these activities be adopted per the attached schedule.

Background

New traffic signal equipment such as signal poles and mast arms are frequently installed by contractors as part of a capital project or a private development project. Since these items are custom materials that are not stocked by distributors they must be custom ordered for each project. The lead time on this material can sometimes be as long as 3 months which may delay a project considerably.

For maintenance purposes the City of Mesa Transportation Department normally stocks a variety of the most commonly used traffic signal poles and mast arms. In some circumstances it is advantageous to loan this equipment to a contractor to keep a project moving forward. The loaned equipment is then replaced by the contractor at a later date once their ordered material is delivered.

The City requires the loan to be secured with a deposit equal to two times the value of the loaned equipment. The City also charges the contractor a fee equal to 10% of the value of the loaned equipment to cover the City's costs to administer the program. The fee also serves to discourage contractors from using the program unless it is absolutely necessary.

Discussion

The current equipment list has been updated so that it accurately reflects the type of equipment that is available through this program. Also, the fee schedule has been updated to reflect the most current pricing on the equipment.

Alternatives

The alternative is to do nothing. This alternative would mean the City would continue to use a fee schedule that is out of date and does not contain all of the appropriate equipment. In some cases the cost of equipment has increased and therefore no longer provides the appropriate cost recovery for the Transportation Department.

Fiscal Impact

The level of use of the program varies from year to year and is closely linked to the number of construction projects that include traffic signal equipment. Due to the economic conditions of recent years the program has not been used extensively. The 10% administrative fee should cover most of the City's costs associated with this program and therefore the fiscal impact should be negligible.

Coordinated With

No other departments are affected by this recommendation.