



City of Sunnyvale

Agenda Item

18-0531

Agenda Date: 7/31/2018

REPORT TO COUNCIL

SUBJECT

Acceptance of the Systemic Safety Analysis Report Program grant funds from CalTrans, Award of contract for Roadway Safety Plan as part of the Systemic Safety Analysis Report Program (SSARP) (F18-192), and approval of Budget Modification No. 1

REPORT IN BRIEF

Approval is requested to award a contract in an amount not to exceed \$249,276 to Fehr and Peers of San Jose for professional engineering services associated with the Roadway Safety Plan as part of the Systemic Safety Analysis Report Program. Approval is also requested for a 10% design contingency in an amount of \$24,928.

EXISTING POLICY

Pursuant to Section 2.08.40 of the Sunnyvale Municipal Code, City Council approval is required for the procurement of good and/or services exceeding \$100,000, in any one transaction.

Council Policy 7.1.5 Donations, Contributions and Sponsorships:

The City Manager may apply for grants of any dollar amount, but shall notify the Council when grants are being pursued. Council approval of a budget modification to appropriate grant monies is required before funds can be expended by staff. Such a budget modification shall include the use to which the grant would be placed; the objectives or goals of the City which will be achieved through use of the grant; the local match required, if any, plus the source of the local match; any increased cost to be locally funded upon termination of the grant; and the ability of the City to administer the grant. For grants under the amount of \$5,000 that do not have any external reporting requirements or any local match requirement, Council approval of a budget modification is not required. The City Manager is authorized to accept and administratively appropriate the grant funds.

This grant does not meet all of the criteria to be administratively appropriated by the City Manager; therefore, acceptance by the City Council and a budget modification is required. Grant funds from California Department of Transportation have external reporting requirements and fall under the federal single audit guidelines.

Pursuant to Sunnyvale Charter Section 1305, at any meeting after the adoption of the budget, the City Council may amend or supplement the budget by motion adopted by affirmative votes of at least four members so as to authorize the transfer of unused balances appropriated for one purpose to another, or to appropriate available revenue not included in the budget.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no

potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. This action is categorically excluded from the National Environmental Policy Act pursuant to 23 CFR 771.117 (c) (1) as it does not involve or lead directly to construction.

BACKGROUND AND DISCUSSION

Caltrans requested SSARP project applications in May, 2017 and a total of 108 applications were received. The City of Sunnyvale was one of the applications selected for funding the City of Sunnyvale Roadway Safety Plan. State grant funds through Caltrans in the amount of \$250,000 are approved. Matching funds in the amount of \$30,000 are required to be approved for the State funds.

The project will develop a citywide coordinated safety plan that provides a comprehensive framework for reducing all types of collisions (including fatal and injury) to all motorists, pedestrians and bicyclists on the City's roadway system. The analysis will include 1) all roadway segments, 2) signalized intersections, 3) unsignalized intersections. The City maintains an updated collision database that will be used as the data source for the project.

Currently, the City is also completing a Vision Zero Plan (VZP) with a goal to eliminate fatal and severe injury collisions in the foreseeable future. The VZP will be a policy document, that will identify locations with highest concentrations of fatal and severe injury collisions, and will provide a conceptual framework to eliminate these collisions. In contrast the SSARP will include a detailed analysis for all types of collisions on all intermediate and major roadways under the City's jurisdiction, and will develop a list of systemic low-cost shelf ready projects that can be used in requesting grant funds for future Highway Safety Improvement Programs (HSIP). Examples of low-cost projects include advanced vehicles, pedestrians and bicyclists detection systems, upgrades to the traffic signals to include advance intelligent transportation systems, advance-warning systems, high visibility crosswalks, upgrades to bike facilities like green pavement markings and bike boxes, changes to travel lane configurations, and minor modifications to the intersection layout. The SSARP once completed will be highly beneficial towards achieving the City's Vision Zero goals.

A competitive Request for Proposals (F18-192) was posted to the City's public procurement network in January 2018. One proposal was received on February 28, 2018, from Fehr and Peers. The proposal was reviewed by an evaluation team consisting of staff from the Public Works Department. The proposals were evaluated on proposer qualifications and experience, project overview and approach, and presentation quality and content. Following the written evaluation process, Fehr and Peers was invited for a scripted presentation and interview. The evaluation team agreed that Fehr and Peers offers the best value to the City, largely due to its understanding of, and experience with, similar projects.

FISCAL IMPACT

The total cost for the project, including contingency is approximately \$280,000. The total grant amount awarded is \$250,000. The total matching funds in the amount of \$30,000 are required for the grant. Staff recommends that the required local match be provided from Transportation Impact Fees.

Increased Cost To City Upon Grant Termination

There will be minor ongoing maintenance of the improvements that will be absorbed in the existing Department of Public Works budget.

**Budget Modification No. 1
FY 2018/19**

	Current	Increase/ (Decrease)	Revised
Capital Projects Fund/ General Assets Sub-Fund			
<u>Revenues</u>			
Intergovernmental Revenue (CalTrans Systemic Safety Analysis Report Program)	\$0	\$250,000	\$250,000
<u>Transfers In</u>			
Transfer from the Capital Projects Fund/Transportation Impact Fees Sub-Fund (NEW PROJECT - Roadway Safety Plan)	\$0	\$30,000	\$30,000
<u>Expenditures</u>			
NEW PROJECT - Roadway Safety Plan	\$0	\$280,000	\$280,000
Capital Projects Fund/ Transportation Impact Fee Sub-Fund			
<u>Transfers Out</u>			
Transfer to the Capital Projects Fund/General Assets Sub-Fund (NEW PROJECT - Roadway Safety Plan)	\$0	\$30,000	\$30,000
<u>Reserves</u>			
Capital Project Reserve	\$23,710,520	(\$30,000)	\$23,680,520

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

1) Accept the Systemic Safety Analysis Report Program grant funds from CalTrans, 2) Award a contract, in substantially the same form as Attachment 1 to the report and in an amount not to exceed \$249,276 to Fehr & Peers, and authorize the City Manager to execute the contract when all the

necessary conditions have been met; 3) approve a 10% contingency in the amount of \$24,928; and 4) approve Budget Modification No. 1 in the amount of \$280,000 for project award, recognizing grant funds and appropriate matching funds.

Prepared by: Gregory S. Card, Purchasing Officer
Reviewed by: Timothy J. Kirby, Director of Finance
Reviewed by: Chip Taylor, Director of Public Works
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Draft Consultant Services Agreement