



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Award of Contract for Vision Zero Plan (F17-024), Finding a California Environmental Quality Act (CEQA) categorical exemption and Approval of Budget Modification No. 38 in the amount of \$33,476

#### **REPORT IN BRIEF**

Approval is requested to award a contract in the amount of \$166,796 to Fehr & Peers of San Jose, CA for professional services to prepare the Sunnyvale Vision Zero Plan; for a 10% contingency in the amount of \$16,680; as well as for Budget Modification No. 38 to provide \$33,476 in additional project funding.

#### **EXISTING POLICY**

Consistent with the provision of Chapter 2.08 of the Sunnyvale Municipal Code, contracts for this of professional consulting services are awarded pursuant to a Request for Proposals (RFP) best value process, unless otherwise exempt from competitive bidding.

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 California Environmental Quality Act (CEQA) determination for this project is a categorical exemption for information collection pursuant to CEQA Guidelines Section 15306 as the project involves data collection and research as part of a study.

#### **BACKGROUND AND DISCUSSION**

In FY 2015/16, Council approved Study Issue DPW 16-01 - Develop a Vision Zero Plan-Total Elimination of Traffic Fatalities, which subsequently became Budget Supplement No. 9 as part of the FY 2016/17 Budget to provide \$150,000 in funding for a Vision Zero Plan. The primary goal of the Vision Zero Plan is to reduce traffic injuries and fatalities. Creation of this type of plan requires a holistic view of traffic safety/solutions with the assumptions that fatalities are preventable, that people make mistakes, and that the transportation system should be designed so those mistakes are not fatal.

The Vision Zero Plan will summarize the City's current traffic safety data, identify causes and possible mitigation measures for pedestrian, bike, and vehicular crashes. Input from community stakeholders, including the Department of Public Safety and Sunnyvale Schools, will be sought to ensure development of a comprehensive plan. While the Plan is in process, the City will be working on its Bicycle Plan, a Pedestrian Safety and Opportunities Study and the Safe Routes to School

Study. Fehr & Peers will be required to incorporate the results of these studies into the Vision Zero Plan.

A Request for Proposals (RFP) process was utilized to solicit proposals to complete the project. The RFP was posted on the Demandstar public procurement network. Nineteen (19) firms requested the RFP documents. Four proposals were received on November 16, 2016 from Nelson Nygaard, Fehr & Peers, TJKM, and Kittelson & Associates, Inc.

Proposals were reviewed by an evaluation team consisting of Public Works Engineering staff. The firms were evaluated on qualifications, experience, and programmatic approach to completing the Plan. Following the written evaluation process, Nelson Nygaard, Fehr & Peers, and TJKM were invited for scripted presentations and interviews. The evaluation team unanimously agreed that the proposal submitted by Fehr & Peers offers the best value to the City, largely due to their extensive knowledge/experience with similar projects and comprehensive work plan.

The initial fee proposal from Fehr & Peers was approximately \$256,000 and through scope and fee discussions it was clarified that their proposal included deliverables, mainly for data analysis, that were unnecessary for successful project completion. After final negotiations on hours and rates, a base contract cost of \$145,956 with \$16,840 in optional services for targeted outreach was agreed upon. This cost is in line with the proposals of the other interviewed firms.

**FISCAL IMPACT**

The total potential contract is \$183,476, including \$149,956 for base services, \$16,840 for the optional Targeted Outreach, and a 10% contingency in the amount of \$16,680.

Budget Modification No. 38 has been prepared to appropriate General Fund funds in the amount of \$33,476 to Project 832340 - Vision Zero Plan - Study Issue.

**Budget Modification No. 38  
FY 2016/17**

	<b>Current</b>	<b>Increase/ (Decrease)</b>	<b>Revised</b>
<b>General Fund</b>			
<u>Reserves</u>			
Budget Stabilization Fund	\$48,842,939	(\$33,476)	\$48,809,463
<u>Expenditure</u>			
Project 832340 - Vision Zero Plan - Study Issue	\$150,000	\$33,476	\$183,476

**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) Award a contract in substantially the same form as Attachment 1 to the report and in the amount of \$166,796 to Fehr & Peers and authorize the City Manager to execute the contract when all necessary conditions have been met, 2) make a finding of a categorical exemption for information collection under CEQA Guidelines section 15306 for data collection and research as part of a study, and 3) approve a contract contingency in the amount of \$16,680, 4) and approve a Budget Modification No. 38 in the amount of \$33,476 to provide additional project funding.

Prepared by: Pete Gonda, Purchasing Officer

Reviewed by: Timothy J. Kirby, Director of Finance

Reviewed by: Manuel Pineda, Director of Public Work

Reviewed by: Walter C. Rossmann, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

**ATTACHMENT**

1. Draft Consultant Services Agreement