



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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REPORT TO COUNCIL

SUBJECT

Award of Contract for Consultant Services for Bicycle Plan, Safe Routes to School Plan, and Pedestrian Safety and Circulation Plan (F18-218)

REPORT IN BRIEF

Approval is requested to award a contract in the not to exceed amount of \$411,264 to Alta Planning + Design of Oakland for consulting services for the development of Bicycle Plan, Safe Routes to School Plan, and Pedestrian Safety and Circulation Plan. The contract consists of base services in the amount \$338,866 and optional services in the amount of \$72,398 for additional reports in relation to traffic data collection. Approval is also requested for 10% contract contingency in an amount of \$41,126.

EXISTING POLICY

Pursuant to Section 2.08.040 of the Sunnyvale Municipal Code, contracts for this type of consultant service are awarded pursuant to a Request for Proposals (RFP) best value process, unless otherwise exempt from the competitive bidding process. Additionally, City Council approval is required for the procurement of goods and services exceeding \$100,000 in any one transaction.

ENVIRONMENTAL REVIEW

This 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.

The construction of the project will require CEQA review prior to commencement; the appropriate level will be determined during the design process.

BACKGROUND AND DISCUSSION

The City of Sunnyvale has embraced a vision of an active and healthy community where bicycle and walking serve as important modes of transportation for the community. Through many of its plans and policies, the City supports healthier lifestyles, reduced dependence on automobiles, safer streets, reduced energy consumption, and the creation of vibrant neighborhoods. Safety considerations of all transport modes take priority over capacity considerations of any one transport mode.

The City intends to prepare a comprehensive Active Transportation Plan (ATP), which will integrate updates to three separate existing plans: a) Bicycle Plan, b) Safe Routes to School Plan, and c) Pedestrian Safety and Circulation Plan, into one document, which will avoid duplication between plans. The City aims to improve existing infrastructure by identifying new projects through the implementation of this comprehensive ATP. The identified projects from the plan will improve

connectivity and continuity to the existing bicycle, pedestrian, and Safe Routes to School networks within the City, with neighboring jurisdictions, and with regional networks, where feasible.

In support of this effort, Request for Proposals (RFP) No. F18-218 was issued on February 27, 2018 to multiple California-based traffic and transportation firms and posted on the City's public procurement network. Three proposals were received on March 30, 2018 from KOA, Nelson Nygaard, and Alta Planning + Design. Proposals were reviewed and ranked by staff from the Department of Public Works. The firms were evaluated based on their qualifications, experience, programmatic approach, and plan for completing of the project.

Alta Planning + Design and KOA were invited to the panel interview based on the merits of their written proposals. Following the interviews, Alta Planning + Design was unanimously selected as the highest ranked proposer due to their extensive experience with similar projects and detailed project approach which also include an extensive Public Engagement Strategy (Attachment 1). It should also be noted that their proposal was also the lowest priced.

FISCAL IMPACT

The total project budget including a 10% contingency is \$452,390. Funding is available in Project 833720 - Bicycle, Pedestrian, and Safe Route to Schools Plan and Project 832880 - Bicycle Master Plan. Project 833720 contains \$338,185 in grant funds from a Caltrans Surface Transportation Program grant, and \$43,815 in Transportation Impact Fee matching funds. Project 832880 is funded by the General Fund and has a total available budget of \$350,000. Staff will utilize \$70,390 of this funding.

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 to Alta Planning + Design to develop the Bicycle Plan, Safe Routes to School Plan, and Pedestrian Safety and Circulation Plan in an amount not to exceed \$411,264, and in substantially the same form as Attachment 2 to the report, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 2) approve a contract contingency in the amount of \$41,126.

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. Public Engagement Strategy
2. Draft Consultant Services Agreement