



## Legislation Details (With Text)

**File #:** 23-118      **Version:** 1      **Name:** On Call Traffic Consultant - SR  
**Type:** Staff Report      **Status:** Filed  
**In control:** City Council  
**On agenda:** 6/5/2023      **Final action:** 6/5/2023  
**Enactment date:**      **Enactment #:** 2023-059

**Title:** Adopt a Resolution to Approve and Authorize the City Manager to Execute Consulting Services Agreements with DKS, Fehr & Peers, and W-Trans for On-Call Transportation Engineering Consulting Services in an Amount Not-to-Exceed \$100,000 Within Each Twelve-Month Period For Three Years with Each Firm

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Reso DKS Fehr and Peers and W Trans On Call Services, 2. B - CSA Scope of Work, 3. C - CSA Compensation Schedule

Date	Ver.	Action By	Action	Result
6/5/2023	1	City Council	Received and Filed	Pass

Adopt a Resolution to Approve and Authorize the City Manager to Execute Consulting Services Agreements with DKS, Fehr & Peers, and W-Trans for On-Call Transportation Engineering Consulting Services in an Amount Not-to-Exceed \$100,000 Within Each Twelve-Month Period For Three Years with Each Firm

### COUNCIL PRIORITY

- Public Safety
- Infrastructure

### SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council approve and authorize the City Manager to execute Consulting Services Agreements (CSA), with DKS, Fehr & Peers, and W-Trans in amounts not to exceed \$100,000 within each twelve-month period for three consecutive years (a maximum not to exceed of \$300,000 for three years per agreement, for a total of \$900,000 in three years for all agreements). The consultants will provide transportation engineering support services on various projects for the Engineering Department.

### BACKGROUND

The Transportation Division of the Engineering Department evaluates, plans, designs, procures, integrates, and implements traffic signal and calming devices; bicycle and pedestrian facilities; and public parking facilities to meet the multi-modal transportation needs within the City of San Leandro. Because of several factors, including a strong economy, demands for service from the Transportation Division have increased significantly. To continue providing timely and efficient response to residents for general traffic inquiries and safety improvement matters, and to developers for development related projects, it is necessary to outsource certain tasks to consultants. Furthermore, the City's

proposed biennial budget includes significant increases in expenditures for Capital Improvement Program projects that will further stretch the capacity of the division. Retaining qualified consultants to support City staff will provide options and flexibility when satisfying the expected demands.

Engineering consulting services to be provided by DKS, Fehr & Peers, and W-Trans may include the following:

- planning, design, and CAD drafting
- traffic signals and intelligent transportation systems
- pedestrian and bicycle facilities design as well as support on transit related improvements
- traffic impact analysis and transportation modeling
- traffic calming
- streets and intersection improvement design
- parking program consultation
- grant application; and
- design and implementation of analytical software programs for the Transportation Division

Definition of the consultant's scope of work will take place at the time of each project assignment.

### **Analysis**

In early 2023, staff issued a Request for Qualifications (RFQ) seeking transportation consulting firms to assist with transportation and traffic engineering projects as needed. The consultants will primarily function as an extension of City staff on tasks related to transportation.

Seven consulting firms responded to the City's RFQ. After evaluation of the proposals, DKS, Fehr & Peers, and W-Trans ranked highest based on presentation, responsiveness, approach, capacity, ability, availability, experience, and references.

A blanket purchase order will be requested for each individual consulting firm as tasks are assigned. Consultant costs will be charged to specific projects, each with a designated appropriation. The arrangement will allow the division to efficiently and expeditiously complete CIP projects.

### **Current Agency Policies**

- Maintain and enhance San Leandro's infrastructure

### **Applicable General Plan Policies**

- **Policy T-2.2 Context Sensitive Design.** Be sensitive to local conditions when planning and implementing street improvement projects. The City will work with residents, businesses, and other stakeholders to improve streets in a way that creates a stronger sense of place.
- **Policy T-3.2 Funding.** Maximize the City's eligibility for funding for bicycle and pedestrian improvements, and aggressively pursue such funding to complete desired projects.
- **Policy T-5.3 Maintenance.** Regularly maintain City streets and traffic control devices to ensure that streets operate safely and efficiently. The City will strive for an overall Pavement Condition Index of 76, which is the lower limit of industry best practices.
- **Policy T-5.4 Traffic Flow Improvements.** Use a variety of technology-driven measures to improve traffic flow at congested intersections.

- **Policy T7.2 Capital Improvements.** Identify capital improvements and other measures which improve the safety of bicyclists, pedestrians, and motor vehicles on San Leandro streets.
- **Policy T7.7 Funding.** Pursuing grants for the improvement of pedestrians, bicycles, and motor vehicle safety, including a greater focus on traffic law and speed enforcement.

### **Environmental Review**

No environmental review is required for these CSAs for transportation engineering services.

### **Financial Impacts**

Sufficient funds are included in the Fiscal Year 2022-2023 budget for transportation engineering services.

A blanket purchase order will be requested for each individual consulting firm, as tasks assigned to consultants will be charged to specific projects, each with a designated appropriation.

This Council action will not impact fund balance because there are funds available in the FY2022-2023 adopted budget.

### **ATTACHMENTS**

- **Attachment A:** Resolution
- **Attachment B:** CSA Scope of Work
- **Attachment C:** CSA Compensation Schedule
  - Ex C1: DKS Compensation Schedule
  - Ex C2: Fehr & Peers Compensation Schedule
  - Ex C3: W-Trans Compensation Schedule

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