



Agenda Report

21-660

Agenda Date: 7/6/2021

REPORT TO COUNCIL

SUBJECT

Action on Agreements with DKS Associates, Kimley-Horn and Associates, Inc., and W-Trans for Traffic Engineering Consulting Support

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure.

BACKGROUND

The Department of Public Works (DPW) performs various services for the City, including applying for and administering transportation grants, multimodal transportation planning, reviewing development proposals and traffic impact analyses, approving construction traffic control plans, investigating public requests, operating and monitoring traffic signals, and implementing transportation capital projects. Based on available staffing resources and to keep up with the workload, it is necessary to use consultants to assist with these services.

Included in the Adopted Biennial Capital Improvement Program Budget for FY 2020/21 and FY 2021/22 is \$250,000 for a transportation project (Project No. 1256) titled, Traffic Engineering Consultant Support (1256). This project provides funding of \$125,000 for FY 2020/21, which was carried forward to FY 2021/22 as part of the FY 2021/22 and FY 2022/23 Adopted Operating Budget, and \$125,000 for FY 2021/22 to hire consultants to assist DPW staff in performing the services described above.

DISCUSSION

In February 2020, a competitive Statement of Qualifications (SOQ) was advertised on the City's bid notification system, BidSync seeking proposals from qualified consultants in order to create a shortlist of consultants for traffic engineering services. A total of 15 proposals were submitted in response to the SOQ. Proposals were independently evaluated by two DPW staff members against the criteria set forth in the SOQ, including understanding the services to be performed, firm experience, expertise, and qualifications. Based on the outcome of the evaluation, six finalists were found to be the most qualified and were selected to be on the short list of consultants: Advanced Mobility Group, DKS Associates, Hexagon, Iteris, Kimley-Horn and Associates, Inc., and W-Trans.

In November 2020, the City issued a Request for Proposals (RFP) to the six finalists to solicit proposals for traffic engineering services as part of capital project Traffic Engineering Consultant Support (1256). Staff received proposals from five of the six firms: Advanced Mobility Group, DKS Associates, Hexagon, Kimley-Horn and Associates, Inc., and W-Trans. The final proposals were independently evaluated by three DPW staff against the criteria set forth in the RFP, including staff expertise and cost.

Based on staff's evaluation, DKS Associates, Kimley-Horn and Associates, Inc., and W-Trans are recommended for award of contract having submitted the best value proposals. Issuing contracts to three firms is beneficial to the City in case a firm does not have staff available to perform services or there is a need for multiple services at the same time. Staff will request proposals from each firm for specific assignments and will assign work based on the firm's availability and proposed costs.

The proposed agreements are time and materials based and the term for each agreement is two years, ending on or about July 1, 2023.

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.

FISCAL IMPACT

The proposed agreements are for a total aggregate not-to-exceed amount of \$250,000. The FY 2021/22 and FY 2022/23 Adopted Operating Budget provides adequate funding in the existing capital project Traffic Engineering Consultant Support (1256) in the Streets and Highways Capital Fund for FY 2021/22.

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

RECOMMENDATION

1. Approve and authorize the City Manager to execute an agreement with DKS Associates for traffic engineering consulting support services, for a term ending on or about July 1, 2023 for a total amount not-to exceed \$83,300, subject to the appropriation of funds;
2. Approve and authorize the City Manager to execute an agreement with Kimley-Horn and Associates, Inc. for traffic engineering consulting support services, for a term ending on or about July 1, 2023 for a total amount not-to exceed \$83,300, subject to the appropriation of funds;
3. Approve and authorize the City Manager to execute an agreement with Whitelock & Weinberger Transportation, Inc., dba W-Trans, for traffic engineering consulting support services, for a term ending on or about July 1, 2023 for a total amount not-to exceed \$83,300, subject to the appropriation of funds;
4. Authorize the City Manager to make minor modifications to the agreements, including amending the not-to-exceed amounts, as long as the cumulative compensation of all three agreements does not exceed \$250,000 for the initial two-year term, if necessary; and
5. Authorize the City Manager to exercise up to two one-year options to extend the agreements after the initial two-year term, with the final term ending on July 1, 2025 if all options are exercised, and

subject to the appropriation of funds.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Agreement with DKS Associates
2. Agreement with Kimley-Horn and Associates, Inc.
3. Agreement with W-Trans