



Agenda Report

22-1206

Agenda Date: 12/6/2022

REPORT TO COUNCIL

SUBJECT

Action on Amendments to Agreements with DKS, Kimley-Horn, and W-Trans for Traffic Engineering Support

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

The Department of Public Works (DPW) Traffic Division performs various services for the City, including multimodal transportation planning, reviewing development proposals and traffic impact analyses, approving construction traffic control plans, investigating public requests, operating and monitoring traffic signals, applying for and administering transportation grants, 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.

Funding of \$250,000 was included in the Adopted Biennial Capital Improvement Program (CIP) Budget for FY 2020/21 and FY 2021/22 for a transportation project titled, Traffic Engineering Consultant Support (Project No. 1256). Of this amount, \$100 was carried over to FY 2022/23. This project provides funding for consultants to assist DPW staff in performing the services described above.

On July 13, 2021, the Council authorized agreements with DKS Associates, Kimley-Horn and Associates, Inc., and Whitelock & Weinberger Transportation, Inc. dba W-Trans for traffic engineering consulting support (Attachments 1, 2, and 3). Each agreement was for a not-to-exceed amount of \$83,300 with the cumulative compensation of all three agreements not to exceed \$249,900. The terms of the agreement also included extension options over the next two years based on future budgets.

DISCUSSION

Since July 2021, the three firms have successfully completed various tasks to assist staff. These tasks include:

- Analyses of 25 requests from the public regarding traffic calming, stop signs, and intersection visibility
- Preparing an Active Transportation Program (ATP) grant application
- Preparing design plans for bicycle lane enhancements
- Processing and entering speed limit study data for 50 locations

- Reviewing traffic impact analyses for Kylli-Mission Point, 2901 Tasman, and other developments
- Calculating and implementing updated traffic signal timing parameters for 156 locations
- Reviewing 20 encroachment permits

DKS Associates, Kimley-Horn and Associates, Inc., and W-Trans have been delivering quality services to the City and staff is recommending that they continue providing traffic engineering support. The initial \$249,900 in the agreements from FY 2020/21 and FY 2021/22 is almost expended and amendments are necessary to add additional funding from the FY 2022/23 and FY 2022/24 Adopted Biennial CIP budget. Staff is requesting approval of the proposed amendments (Attachments 4, 5, and 6) to add funding in the amount of \$66,700 to each agreement to allocate additional funding in the amount of \$200,100. The proposed amendments will result in an amended not-to-exceed amount of \$450,000 (\$150,000 for each agreement) and the consultants work will be performed on a time and materials basis. The revised term for each agreement will end on July 1, 2024.

**Table 1: Summary of Agreements and Proposed Amendments
for Traffic Engineering Support**

	Biennial CIP Budget		Total
	FY 2020/21 & FY 2021/22	FY 2022/23 & FY 2022/24	
Budget Amount	\$249,900	\$200,100	\$450,000
	Original Agreement	Amendment #1	Total
1. DKS Associates	\$83,300	\$66,700	\$150,000
2. Kimley-Horn and Associates, Inc.	\$83,300	\$66,700	\$150,000
3. W-Trans, Inc.	\$83,300	\$66,700	\$150,000
Total	\$249,900	\$200,100	\$450,000

Staff requests approval for City Manager authority to shift funding between the agreements to provide flexibility as on-going needs are matched to the consultant best suited for the scope of work and schedule. Staff also requests City Manager authority to approve time extensions up to July 1, 2026 for each agreement and increase aggregate agreement amounts up to a maximum compensation of \$650,000, subject to the appropriation of funds, to account for future budgets related to traffic engineering support needs such as transportation grants, reviewing development proposals and traffic impact analyses, approving construction traffic control plans, and investigating public requests.

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 amendments for traffic engineering consultant support services total \$200,100. In the FY 2022/23 and FY 2022/24 Adopted Biennial CIP budget, the Traffic Engineering Consultant Support (1256) project in the Streets and Highways Capital Fund includes funding of \$100,100 in FY 2022/23 and \$100,000 in FY 2023/24 for a total of \$200,100. Since traffic engineering services are ongoing, services will be required for future traffic engineering consultant support needs such as transportation grants, reviewing development proposals and traffic impact analyses, approving construction traffic control plans, and investigating public requests. As a result, additional budget needs may be identified and incorporated into future budget requests. Funding for the agreements beyond the current Adopted Biennial CIP Budget is subject to the appropriation of funds.

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>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Approve and authorize the City Manager to execute Amendment No. 1 in the amount of \$66,700 to the agreement with DKS Associates for traffic engineering consulting support services, with a term ending on July 1, 2024 and a total amount not-to exceed \$150,000;
2. Approve and authorize the City Manager to execute Amendment No. 1 in the amount of \$66,700 to the agreement with Kimley-Horn and Associates, Inc. for traffic engineering consulting support services, with a term ending on July 1, 2024 for a total amount not-to exceed \$150,000;
3. Approve and authorize the City Manager to execute Amendment No. 1 in the amount of \$66,700 to the agreement with Whitelock & Weinberger Transportation, Inc., dba W-Trans, for traffic engineering consulting support services, for a term ending on July 1, 2024 for a total amount not-to exceed \$150,000; and
4. Authorize the City Manager to make modifications to the agreements, including time extensions as necessary up to July 1, 2026, and amend the not-to-exceed amounts, as long as the cumulative compensation of all three agreements does not exceed \$650,000 subject to the appropriation of funds.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Rajeev Batra, City Manager

ATTACHMENTS

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

3. Agreement with W-Trans
4. Amendment No. 1 to the Agreement with DKS Associates
5. Amendment No. 1 to the Agreement with Kimley-Horn and Associates, Inc.
6. Amendment No. 1 to the Agreement with W-Trans