



REPORT TO COUNCIL

City of Sacramento

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915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

CONSENT
January 23, 2007

Honorable Mayor and
Members of the City Council

Title: Master Services Agreement for Traffic Impact Studies

Location/Council District: Citywide

Recommendation: Adopt a **Resolution** 1) authorizing the City Manager to execute Master Services Agreements (MSA) with Whitlock & Weinberger Transportation, DKS Associates, Dowling Associates, Fehr & Peers Associates, Stantec Consulting, Kimley-Horn and Associates, Higgins Associates (alternate), and Republic ITS (alternate) for a two year period in an amount not to exceed \$600,000 per year for each agreement; and 2), authorizing the City Manager to execute additional one year terms for a total not to exceed five years (including the initial term and all extensions) not to exceed the annual amount specified above

Contact: Jesse Gothan, Associate Engineer, (916) 808-6897; Samar Hajeer, Supervising Engineer, (916) 808-7808

Presenter: Not Applicable

Department: Development Services

Division: Development Engineering

Organization No: 4815

Description/Analysis

Issue: Traffic impact consultants are hired to evaluate the impact of development applications and develop mitigation measures for City streets per environmental requirements. Consultants offer special expertise and software applications for the modeling of future traffic conditions and evaluation of intersections.

Policy Considerations: Consulting out the traffic impact studies will help streamline the review of entitlements and other development applications.

Committee/Commission Action: None


Environmental Considerations: Under the California Environmental Quality Act (CEQA) Guidelines, administration of a Master Services Agreement does not constitute a project and is therefore exempt from review.

Rationale for Recommendation: The City has interviewed and established a list of consultants to expedite the traffic impact analysis of development applications. Expanding the number of available consultants will create a competitive environment to establish shorter schedules, better quality, and a faster environmental review. Six have been chosen as primary consultants with two additional firms as alternates. In the event that one of the primary consultants is removed from the list, or the number of projects submitted to the City increases to a level requiring more firms, the alternates may be called upon to perform traffic studies.

Financial Considerations: There will be no impact to the General Fund. Approving the Master Services Agreement will not result in any additional expense to the City. All costs associated with consultant services will be funded from the individual project applicants for their development proposals. The total cost for services under the Master Services Agreement will not exceed \$600,000 annually per firm. This contract is On-Call and the consultant may not be called by the City to perform any services described in this contract agreement and therefore no compensation would be paid to the consultant for the length of the contract.

Emerging Small Business Development (ESBD): Three (3) firms that submitted statements of qualifications met the requirements of the Emerging and Small Business Development Program (ESBD) with the City of Sacramento: Dowling Associates, Inc., FAO Consulting, & Higgins Associates. Fehr & Peers indicated that two of the sub consultants they use are certified ESBD: All Traffic Data and the Hoyt Company.

Respectfully Submitted by: 
Edward Williams
Development Engineering Manager

Approved by: 
William Thomas
Director of Development Services

Recommendation Approved:


for 
Ray Kerridge
City Manager

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Attachment 1**BACKGROUND – RFP Process**

The Development Services Department, Development Engineering Division, solicited the professional services of consultant firms with expertise in traffic impact studies for environmental documents and transportation project planning and design. The Request for Proposal (RFP) was advertised in October 2006 and nine firms submitted their qualifications to be considered for the On-Call list.

The nine firms were ranked by City staff and interviewed during the month of December. The interview panel made up of Development Services and Department of Transportation staff made the final selection. Of the nine firms that submitted proposals, one was not selected, six were selected as primary consultants and two were selected as alternates.

Attachment 2**RESOLUTION NO.**

Adopted by the Sacramento City Council

**APPROVING MASTER SERVICES AGREEMENTS FOR TRAFFIC IMPACT STUDIES
ON-CALL SERVICES****BACKGROUND**

The purpose of the Master Services Agreements is to provide the City with an "On-Call" list of traffic consultants that will provide traffic impact studies/reports for development projects. This program eliminates the need to follow a consultant selection process for each individual project. This consultant process streamlines the study/analysis process by pre-qualifying consultants, which would allow staff to be more responsive to the increasing volume of private and other development projects citywide.

Firms were recommended for approval based on the following criteria listed, along with their expertise in the field of traffic impact studies:

- Quality and responsiveness
- Experience in area of specialties
- Recommendations of past clients/references
- Ability to maintain timely schedules
- Community participation and public presentation experience

The terms of the proposed Agreements are 2 years from the date of the execution. The City may opt to extend the contract period for an additional 3 years for a total of five years.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

- Section 1. The City Manager is authorized to execute Master Services Agreements for Traffic Impact Studies On-Call Services with Whitlock & Weinberger Transportation, DKS Associates, Dowling Associates, Fehr & Peers Associates, Stantec Consulting, Kimley-Horn and Associates, Higgins Associates (alternate), and Republic ITS (alternate) for a period of two years for an annual not to exceed amount of \$600,000 for each agreement; and
- Section 2. The agreements provide for initial terms of two years, with the option to extend for additional one year terms, up to total agreement terms of five

years (including the initial terms and all extensions). The City Manager may authorize such extensions for the annual not to exceed amount specified above.

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Exhibit A - Contract

