



1.6

APPROVED  
BY THE CITY COUNCIL

DEC 15 1998

DEPARTMENT OF  
PUBLIC WORKS

CITY OF SACRAMENTO  
CALIFORNIA

OFFICE OF THE  
CITY CLERK

927 10TH STREET  
SACRAMENTO, CA  
95814-2702

TECHNICAL SERVICES  
DIVISION

December 1, 1998

AG 98-238  
AG 98-239  
AG 98-240  
AG 98-241

PH 916-264-8300  
FAX 916-264-8281

City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT: ON-CALL AND SHORT-LIST TRANSPORTATION CONSULTANTS**

**LOCATION AND COUNCIL DISTRICT:**

Citywide

**RECOMMENDATION:**

Staff recommends that Council approve:

- Master Services Agreements for the on-call traffic impact studies with DKS Associates, Dowling Associates, Inc., Fehr and Peers Associates, Inc., and kdANDERSON Transportation Engineers; and
- A short list for other transportation services, consisting of DKS Associates, Fehr and Peers Associates, Meyer Mohaddes Associates, Inc., and Y&C Transportation Consultants, Inc.

**CONTACT PERSONS:**

Gwen Owens, Assistant Engineer, 264-8299

Fran Lee Halbakken, Funding & Priorities Manager, 264-7194

**FOR COUNCIL MEETING OF:** December 15, 1998

**SUMMARY:**

The purpose of this report is to provide information to the Council concerning the selection of consultants to be utilized for traffic impact studies and to create a short list of consultants for traffic signal design, traffic calming, parking planning/design, bicycle planning/design, and traffic operation services.

City Council  
On-Call and Short-List Transportation Consultants  
December 1, 1998

**COMMITTEE/COMMISSION ACTION:**

None

**BACKGROUND INFORMATION:**

For six years, the Technical Services Division has utilized "on-call" consultants to provide traffic impact study services. This program has eliminated the need to follow a consultant selection process for each individual traffic study required. The "on-call" consultant process streamlines the traffic study process by pre-qualifying transportation consultants. This process allows staff to be more responsive to project applicants in delivering traffic study services. Time and money are both saved through use of the "on call" process. Since private development applicants pay for all traffic study-related costs, this process results in a direct savings to the customer.

A contract addendum shall be executed each time a consultant is to provide traffic impact study services. The addendum will specify the scope of work, estimated cost (based on rates established in the Master Services Agreements), and estimated time required to complete a specified job. *An addendum will not exceed \$50,000.*

The term of the Master Services Agreements and short list is two years with an extension option of an additional year. The total services under the Master Services Agreement will not exceed \$200,000 annually, per firm.

In the past, the Technical Services Division has used transportation consultants in the specialty areas of traffic signal design, traffic calming, parking planning/design, bicycle planning/design, and traffic operations for various capital improvement projects. The process of advertising a request for proposal and evaluating the proposal is a time intensive and costly process. Approval of a short-list for these transportation specialty areas will allow staff to address our customers' needs in a more timely, cost-effective manner. Contracts would be developed for each service, which would specify the scope of work, estimated cost, and estimated time required for the job.

**FINANCIAL CONSIDERATIONS:**

Approving the "on-call" and short list will not result in additional City expenses. The majority of the "on-call" services will be for private development-related work and will be paid for by the developer. The remainder of the work performed will be funded through a capital improvement project.

**ENVIRONMENTAL CONSIDERATIONS:**

Pursuant to Section 15378 (b) (3), this is not a project under the California Environmental Quality Act.

City Council  
On-Call and Short-List Transportation Consultants  
December 1, 1998

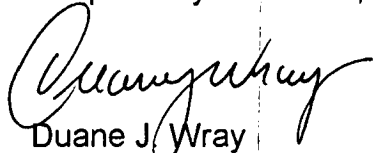
**POLICY CONSIDERATIONS:**

The "on-call" and the short list allows City staff to be more responsive to applicants' needs by providing specialized transportation services at a reduced cost to the applicant in a timelier manner.

**MBE/WBE:**


Over 30 firms requested information about the City's Statement of Qualifications. Of the thirteen firms that responded (see list in Exhibit A), three were certified with the City as MBE/WBE businesses. Two of the selected consultants (Dowling Associates Inc. and Y&C Transportation Consultant, Inc.) are owned and operated by minorities and is certified and preference eligible.

Respectfully submitted,




Duane J. Wray  
Technical Services Manager

RECOMMENDATION APPROVED:



WILLIAM H. EDGAR  
City Manager

Approved:



Michael Kashiwagi  
Director of Public Works

GO:FH:eaj  
p/consultant agreement/consultant council report  
Exhibit A  
Exhibit B

| <u>“On-Call Firm</u>  | MBE/WBE Status                     |
|---|------------------------------------|
| <p>DKS Associates<br/>8950 Cal Center Drive, Suite 340<br/>Sacramento, Ca 95826</p> <p>Dowling Associates, Inc.<br/>180 Grand Avenue, Suite 995<br/>Oakland, Ca 94612</p> <p>Fehr &amp; Peers Associates, Inc<br/>1620 Leadhill Road, Suite 100<br/>Roseville, Ca 95661</p> <p>kdANDERSON Transportation Engineers<br/>417 Oak Street<br/>Roseville, Ca 95678</p> | <p>MBE/WBE Preference Eligible</p> |

| <u>Short-List Firm</u>   | MBE/WBE Status                     |
|--|------------------------------------|
| <p>DKS Associates<br/>8950 Cal Center Drive, Suite 340<br/>Sacramento, Ca 95826</p> <p>Fehr &amp; Peers Associates, Inc<br/>1620 Leadhill Road, Suite 100<br/>Roseville, Ca 95661</p> <p>Meyer, Mohaddes Associates, Inc.<br/>900 Wilshire Blvd, Suite 1200<br/>Los Angeles, Ca 90017</p> <p>Y&amp;C Transportation Consultants, Inc.<br/>1851 Heritage Lane, Suite 265<br/>Sacramento, Ca 95815</p> | <p>MBE/WBE Preference Eligible</p> |

**EXHIBIT B**

| <u>Firms Not Selected</u>  | MBE/WBE Status                     |
|--|------------------------------------|
| <p>Alta Transportation Consulting<br/>56 Manor Jones<br/>Fairfax, Ca 94930</p> <p>CCS Planning and Engineering, Inc<br/>530 Bercut Drive, Suite B<br/>Sacramento, California 95814</p> <p>Katz, Okitsu &amp; Associates<br/>360 22<sup>nd</sup> Street, Suite 850<br/>Oakland, Ca 94612</p> <p>Korve Engineering<br/>455 Capitol Mall, Suite 303<br/>Sacramento, Ca 95814</p> <p>Spectrum Engineering<br/>5330 Primerose Drive, Suite 150<br/>Fair Oaks, Ca 94568</p> <p>URS Greiner<br/>1380 Lead Hill Road, Suite 100<br/>Roseville, Ca 95661</p> <p>Whitlock &amp; Weinberger Transportation Inc.<br/>2200 Range Avenue, Suite 102<br/>Santa Rosa, Ca 95403</p> | <p>MBE/WBE Preference Eligible</p> |

**RESOLUTION NO. 98-622** **APPROVED**  
BY THE CITY COUNCIL

ADOPTED BY THE SACRAMENTO CITY COUNCIL

**DEC 15 1998**

OFFICE OF THE  
CITY CLERK

ON DATE OF \_\_\_\_\_

**RESOLUTION APPROVING MASTER AGREEMENTS FOR  
TRANSPORTATION CONSULTANT SERVICES**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:**

1. The City Manager and City Clerk are hereby authorized and directed to execute on behalf of the City of Sacramento Master Agreements for Transportation Consultant Services with the following firms:
  - a. DKS Associates
  - b. Dowling Associates, Inc.
  - c. Fehr and Peers Associates, Inc.
  - d. KdAnderson Transportation Engineers
  
2. Under the Agreements the City Manager and the Director of Public Works are hereby authorized to expend funds up to a maximum of \$200,000 annually per firm for up to three years.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

**RESOLUTION NO.**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**RESOLUTION APPROVING MASTER AGREEMENT FOR  
TRANSPORTATION CONSULTANT SERVICES**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:**

- 1. The City Manager and City Clerk are hereby authorized and directed to execute on behalf of the City of Sacramento a Master Agreement for transportation consultant services.
- 2. The Director of Public Works is authorized and directed to execute the individual Consultant and Professional Services Master Agreements for On-Call Transportation Consulting on behalf of the City of Sacramento.
- 3. The City Manager and the Director of Public Works are hereby authorized to expend funds up to a maximum of \$200,000 annually per firm for up to three years.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_