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DEPARTMENT OF
PUBLIC WORKS

CITY OF SACRAMENTO
CALIFORNIA

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PROJECT DELIVERY DIVISION

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December 7, 2001

City Council
Sacramento, California

AG 2001 - 233
AG 2001 - 234
AG 2001 - 235

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., and Fehr & Peers Associates, Inc.; and
- Eight short lists for other transportation services, consisting of DKS Associates, Fehr & Peers Associates, Inc., KD Anderson Transportation Engineers, Meyer, Mohaddes Associates, Inc., Stantec, and Y&C Transportation Consultants, Inc.

CONTACT PERSONS: Gwen Owens, Associate Engineer, 264-8299

FOR COUNCIL MEETING OF: December 18, 2001

SUMMARY:

The purpose of this report is to:

1. Provide information to the Council concerning the selection of consultants to be utilized for traffic impact studies; and
2. Create a short list of consultants for traffic signal design, traffic calming, parking planning/design, bicycle planning/design, design of traffic calming devices, street lighting design, general transportation planning, and traffic operation services.

COMMITTEE/COMMISSION ACTION:

None

BACKGROUND INFORMATION:

For six years, the Development Services Division has utilized "on-call" consultants for traffic impact studies. This program has eliminated the need for a consultant selection process for each individual traffic study required. The "on-call" system 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 and saves both time and money. Since private development applicants pay for all traffic study-related costs, this process results in direct savings to the customer.

Staff is again recommending that we use the Master Services Agreement process to provide traffic impact studies. The top three firms chosen for traffic impact study services are DKS Associates, Dowling Associates, Inc., and Fehr & Peers Associates, Inc. A contract addendum shall be executed for each traffic study services specifying 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 \$80,000.

The term of the Master Services Agreements 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, Public Works staff have used consultants in the specialty areas of traffic signal design, traffic calming, parking planning/design, bicycle planning/design, design of traffic calming devices, street lighting design, general transportation planning, 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 will be developed for each service, which would specify the scope of work, estimated cost, and estimated time required for the job.

Staff is recommending eight transportation short lists consisting of DKS Associates, Fehr & Peers Associates, Inc., KD Anderson Transportation Engineers, Meyer, Mohaddes Associates, Inc., Stantec, and Y&C Transportation Consultants, Inc.

FINANCIAL CONSIDERATIONS:

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

ENVIRONMENTAL CONSIDERATIONS:

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

POLICY CONSIDERATIONS:

The "on-call" and the short list contracting procedures allow City staff to be more responsive to applicants' needs by providing specialized transportation services at a reduced cost and higher quality.

ESBD CONSIDERATIONS:

Of the fifteen firms that responded, five are certified with the City as small or emerging businesses. Four of the selected consultants are certified with the City as small or emerging businesses, (see Exhibit A). Exhibit B displays the firms that were not selected.

Respectfully submitted,


Francesca Lee Halbakken
Project Delivery Manager

RECOMMENDATION APPROVED:


ROBERT P. THOMAS
City Manager

Approved:


Michael Kashiwagi
Director of Public Works

EXHIBIT A

"On-Call" Firm	ESBD Status
<p>DKS Associates 8950 Cal Center Drive, Suite 340 Sacramento, Ca 95826</p>	<p>Certified Small Business</p>
<p>Dowling Associates, Inc. 180 Grand Avenue, Suite 995 Oakland, Ca 94612</p>	<p>Certified Small Business</p>
<p>Fehr & Peers Associates, Inc. 1620 Leadhill Road, Suite 100 Roseville, Ca 95661</p>	<p>Certified Small Business</p>

Short-List Firm	ESBD Status
<p>DKS Associates 8950 Cal Center Drive, Suite 340 Sacramento, Ca 95826</p>	<p>Certified Small Business</p>
<p>Fehr & Peers Associates, Inc. 1620 Leadhill Road, Suite 100 Roseville, Ca 95661</p>	<p>Certified Small Business</p>
<p>KD Anderson Transportation Engineers 417 Oak Street Roseville, Ca 95678</p>	
<p>Meyer, Mohaddes Associates, Inc. 900 Wilshire Boulevard, Suite 1200 Los Angeles, Ca 90017</p>	
<p>Stantec 2590 Venture Oaks Way Sacramento, CA 95833</p>	
<p>Y&C Transportation Consultants, Inc. 1851 Heritage Lane, Suite 265 Sacramento, Ca 95815</p>	<p>Certified Emerging Business</p>

EXHIBIT B

Firms Not Selected	ESBD Status
<p>CH2MHILL 2485 Natomas Park Drive, Suite 600 Sacramento, CA 95833-2937</p> <p>David Evans and Associates, Inc. 198 Cirby Way, Suite 150 Roseville, CA 95678</p> <p>Kimley-Horn and Associates, Inc. 5776 Stoneridge Mall, Suite 260 Pleasanton, CA 94588</p> <p>OMNI-MEANS, Ltd. 2237 Douglass Boulevard, Suite 100 Roseville, CA 95661</p> <p>PSOMAS 2295 Gateway Oaks Drive, Suite 250 Sacramento, CA 95833</p> <p>Quincy Engineering, Inc. 3247 Ramos Circle Sacramento, CA 95827-2501</p> <p>Paul R. Wilkinson & Associates P.O. Box 15541 Sacramento, CA 95852-0541</p> <p>RBF Consulting 3247 Ramos Circle Sacramento, CA 95827-2512</p>	<p>Certified Small Business</p>

RESOLUTION NO. 2001-847

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

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

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

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.

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: _____