

SUBJECT: AWARD OF CONTRACT - ON-CALL SERVICES

SOURCE: Public Works Department - Transit Division

COMMENT: On March 5, 2013, the City Council authorized staff to distribute a Request for Qualifications for On-Call Consulting Services. The Request for Qualifications was issued on March 13, 2013, to a number of consultants, including all eligible local firms, to provide services in three (3) areas: transit traffic and civil engineering, transit security design and general transit consulting.

The City desired to establish a panel of consultants who can provide an array of services to the City, on an on-call basis, for services that are complex, specialty, or cannot be performed in-house. The planning projects are fully funded by FTA Section 5303 planning program funds.

On April 11, 2013, staff received proposals from Kimley-Horn, TRC, Omni-Means, Tech/Knowledge, DanTec, C2 Consult, Moore & Associates, and Safety Dynamics. All but one firm, Safety Dynamics, was found to meet the desired qualifications.

At this time, staff is proposing to enter consultant service agreements with three (3) firms and execute task orders as needed. To that end, Staff has selected the top three (3) consulting firms, allowing even greater flexibility, expedited response time, and capacity for the City's consulting needs. The proposed contract has a term of two (2) years, with one (1) and/or two (2) year extensions.

Initial projects to be pursued under these contracts would include:

- Transit Signal Priority
- Transit Security Design
- Title VI Updates
- Short and Long Range Transit Plans
- Bus Stop Design
- Disadvantaged Business Employment Updates

Dir BSJ Appropriated/Funded MB CM J

Item No. 5

As a result of the review of the Statements of Qualifications and the interview process, the top ranking firms are identified as follows:

1. Kimley-Horn
2. Moore & Associates
3. TRC

The proposing firms were evaluated based on the City's Consultant Selection Rating form in their respective fields and rankings are as follows:

Transit Traffic and Civil Engineering

| Rank | Consultant | Score |
|-------------|-------------------|--------------|
| 1. | Kimley-Horn | 99.5 |
| 2. | TRC | 96.0 |
| 3. | Omni-Means | 91.5 |

Transit Security Design

| Rank | Consultant | Score |
|-------------|-------------------|--------------|
| 1. | Kimley-Horn | 99.0 |
| 2. | TRC | 97.0 |
| 3. | Omni-Means | 95.0 |
| 4. | Tech/Knowledge | 93.0 |

General Transit Consulting

| Rank | Consultant | Score |
|-------------|--------------------|--------------|
| 1. | Moore & Associates | 98.5 |
| 2. | Kimley-Horn | 96.5 |
| 3. | DanTec | 95.5 |
| 4. | C2 Consult | 94.5 |
| 5. | Omni-Means | 91.5 |

Due to time constraints on the three (3) projects, and to further expedite the process, Staff is requesting authorization from Council to negotiate a professional services contract with Kimley-Horn at an anticipated fee not to exceed \$45,000 for the Transit Signal Priority Design and a professional services contract for the Transit Security Design at anticipated fee not to exceed \$45,000.

Staff is also requesting authorization from Council to negotiate a professional services contract with Moore & Associates at an anticipated fee not to exceed \$20,000 for the Transit Title VI Program Update.

Staff is pleased with the consultants' interest in these fields and recommends entering into a service agreement with the top-ranked firms.

RECOMMENDATION: That the City Council:

1. Authorize Staff to negotiate on-call contracts with Kimley-Horn, Moore & Associates, and TRC, and;
2. Authorize Staff to negotiate a contract with Kimley-Horn at an anticipated fee not to exceed \$45,000 for traffic and civil engineering services for the Transit Signal Priority Project;
3. Authorize Staff to negotiate a contract with Kimley-Horn at an anticipated fee not to exceed \$45,000 for security design services for the Transit Security Project;
4. Authorize Staff to negotiate a contract with Moore & Associates at an anticipated fee not to exceed \$20,000 for general transit consulting services for the Transit Title VI Program Update;
5. Authorize Staff to negotiate a contract with the 2nd ranked firm, in its respected field, if Staff is unable to negotiate an acceptable contract with the top ranked firm;
6. Authorize the Mayor to sign all contract documents;
7. Authorize progress payments that concur with design services up until proper closeout of the work and not to exceed 100% of the contract fee; and
8. Authorize a 10% contingency to cover unforeseen changes to the scope of work required.