



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** John Ristow

**SUBJECT:** SEE BELOW

**DATE:** February 27, 2019

Approved

Date

2-27-19

**COUNCIL DISTRICTS:** 2, 7

**SUBJECT: CONSULTANT CONTRACT FOR SENTER ROAD MULTIMODAL SAFETY STUDY**

## RECOMMENDATION

Adopt a resolution authorizing the City Manager or designee to negotiate and execute a contract with Community Design + Architecture for planning and design consulting services to develop the Senter Road Multimodal Safety Study in an amount not to exceed \$425,000.

## OUTCOME

A community-driven transportation planning effort resulting in a comprehensive multimodal complete streets vision for the Senter Road corridor that will include conceptual designs, cost estimates, and implementation strategies. The results of the Senter Road Multimodal Safety Study (Study) will provide the framework for future transportation safety improvements along this corridor.

## BACKGROUND

In May 2015, San José became the fourth city in the nation to formally adopt a Vision Zero transportation safety initiative, which aims to eliminate fatalities and reduce severe injuries caused by traffic collisions. Senter Road is one of the Vision Zero Priority Safety Corridors that have the highest frequency of traffic fatalities and severe injuries.

In 2017, the City secured a Sustainable Communities grant from Caltrans to perform a multimodal complete streets study for the Senter Road corridor. On January 23, 2018, the City Council authorized the City Manager to execute a grant agreement with Caltrans for this project. The City's agreement with Caltrans provides for work by both City staff and a consultant to conduct the Study.

## ANALYSIS

On November 18, 2018, DOT advertised a Request for Proposal (RFP) through the City's e-procurement system, seeking qualified firms to provide planning and design consulting services for the Study. A total of four firms submitted a proposal by the submittal deadline of December 4, 2018. A review panel consisting of three DOT staff analyzed each firm's proposal and assigned rating points based on the evaluation criteria set forth in the RFP. The evaluation criteria and weighting are as follows:

1. Firm & Project Team Qualifications – 30%
2. Project Understanding & Work Plan – 30%
3. Project Staffing – 30%
4. Environmental Stewardship – 5%
5. Reference Check – 5%

The overall ranking for each firm is summarized below.

<b>Rank</b>	<b>Firm</b>	<b>Score</b>
1	Community Design + Architecture	96
2	Toole Design Group	90
3	IBI Group	84
4	Iteris, Inc.	69

Community Design + Architecture received the highest overall score of 96 out of 100 maximum possible points. The Community Design + Architecture project team has extensive experience in delivering complete street projects and other relevant projects with similar nature. The project team demonstrated excellent understanding of the work plan, project objectives and goals, and local community context. In addition, the project team is familiar with San José guiding principles and policies such as *Envision San José 2040 General Plan*, *San José Complete Streets Design Standards and Guidelines*, and *Vision Zero San José*.

The Community Design + Architecture project team proposed to deliver the full scope of work for \$425,000 as allocated for the Study. The scope of work includes identifying and evaluating existing corridor conditions, needs, gaps and deficiencies for pedestrians, bicyclists, transit riders, and motorists; developing a study report and complete streets design conceptual alternatives, and a 10% plan with high level cost estimates and implementation strategies. The scope also includes extensive community outreach throughout the Study, with an interactive online survey, project website content, outreach meetings, design workshops, and walk audits.

The Notice of Intended Award was distributed to all participating firms on January 23, 2019. The RFP process included a 10-day protest period that commenced when the firms received the City's Notice of Intended Award. No protests were received.

**EVALUATION AND FOLLOW UP**

This memorandum will not require any follow-up actions from staff.

**PUBLIC OUTREACH**

To solicit bids, the RFP was listed on BidSync. This memorandum will be posted on the City's Council Agenda Website for the March 12, 2019 Council meeting.

**COORDINATION**

This memorandum has been coordinated with the City Attorney's Office, the Department of Planning, Building, and Code Enforcement, and the City Manager's Budget Office.

**COMMISSION RECOMMENDATION/INPUT**

No commission recommendation or input is associated with this action.

**FISCAL/POLICY ALIGNMENT**

This Study supports the Transportation & Aviation Services City Service Area goals to *Improve Surface Transportation System Safety*, and *Provide Viable Transportation Choices*.

**BUDGET REFERENCE**

The grant agreement with Caltrans is for \$425,000 from the State Highway Account – Sustainable Communities Grant Program. On January 23, 2018, the City Council approved \$55,063 for the required local match to the \$425,000 grant.

Fund #	Appn #	Appn Name	Total Appn	Amt for Contract	2018-2019 Adopted Capital Budget Page	Last Budget Action (Date, Ord. No.)
429	R100	Revenue from State of California	\$425,000		V-908	06/19/2018 78672
429	406H	Senter Road Multimodal Safety Study	\$480,000	\$425,000	V-908	10/16/2018 30172

HONORABLE MAYOR AND CITY COUNCIL

February 27, 2019

**Subject: Consultant Contract for Senter Road Multimodal Safety Study**

Page 4 of 4

**CEQA**

Not a Project, File No. PP17-002, Consultant services for design, study, inspection, or other professional services with no commitment to future action.

/s/

JOHN RISTOW

Acting Director of Transportation

For questions, please contact Lily Lim-Tsao, Interim Deputy Director, at (408) 975-3269.