


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Transportation	<b>CEQA:</b> Statutorily Exempt, File No. PP17-001, CEQA Guidelines Section 15262, Feasibility and Planning Studies.	<b>Coordination:</b> CAO, PBCE, and CMO - Budget Office	<b>Dept. Approval:</b> /s/ John Ristow
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  6/9/2022

**SUBJECT: CITY ROADMAP - CONSULTING SERVICES FOR WALK SAFE SAN JOSE: PEDESTRIAN SAFETY PLAN**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager or designee to negotiate and execute a consulting service agreement with NN Engineering, Inc. for the Walk Safe San José: Pedestrian Safety Plan from the date of execution through June 30, 2024 for an amount not to exceed \$502,000.

**BASIS FOR RECOMMENDATION:**

The City of San José (City) Department of Transportation (DOT) was awarded a Sustainable Transportation Planning Grant by Caltrans to create a pedestrian safety plan for council districts with the most traffic fatalities and severe injuries: Council Districts 3, 5, 6, and 7.

On February 14, 2022, DOT advertised a Request for Proposal through Biddingo, the City's procurement system, seeking qualified firms to provide planning and design consulting services for the safety plan. A total of four firms submitted a proposal by the submittal deadline of March 21, 2022. A six-person review panel from DOT and the Santa Clara Valley Transportation Authority was established to evaluate and assess the proposals. Proposals were received from four firms: Alta Planning + Design, Inc., Kimley-Horn and Associates, Inc., NN Engineering, Inc. (NN), and Toole Design Group, LLC. The proposals were evaluated based upon the following seven criteria and weighting: 1) general requirements (5%), 2) experience and qualifications (15%), 3) project understanding and work plan (20%), 4) technical capabilities and sample plans (20%), 5) cost proposal (10%), 6) local business enterprise (5%), and 7) small business enterprise (5%). Oral interviews (20% of the overall score) were also conducted with the top two consultants, NN and Toole Design Group. Through this process, NN received the higher overall final score of 65 out of 100 maximum possible points.

Staff recommends the contract be awarded to the highest ranked firm, NN, for a total amount not to exceed \$502,000. NN has extensive experience in delivering active transportation and safety 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 and its subconsultants are familiar with the City's guiding principles and policies such as San José's Envision 2040 General Plan, Complete Streets Design Standards and Guidelines, Vision Zero Action Plan, and Traffic Calming Toolkit.

The scope of work for the agreement with NN will include reviewing and understanding existing data (crashes, traffic data, infrastructure assets), planning documents, and City's guiding policies; engaging the community and informing them of the project's vision and goals, including barriers and opportunities to achieve them; developing solutions with cost estimates and prioritizing projects; preliminary quick-build

design plans; and synthesizing the information gathered in the planning process with a summary that documents the process, outcomes, and potential opportunities.

NN's proposal included partnering with California Walks (Cal Walks) to conduct public engagement and outreach. Cal Walks will develop a community engagement plan with a focus on disadvantaged communities and vulnerable populations, such as older adults, households with low-income, people of color, people with disabilities, and people with no and low-English proficiency, hard-to-reach communities, and community-based organizations. Inclusive engagement includes developing and maintaining an up-to-date project website and online engagement tool, and conducting stakeholder and community workshops, in-person and/or online meetings, open houses, and events. Multi-lingual information and City accessibility requirements including the use of captions will be provided.

A ten-day protest period began on May 10, 2022. No protests were received.

Climate Smart San José: The recommendation in this memorandum aligns with one or more Climate Smart San José energy, water, or mobility goals.

Commission Recommendation/Input: No commission recommendation or input is associated with this action.

**COST AND FUNDING SOURCE:**

This project is funded by a \$398,400 Sustainable Transportation Planning Grant state grant and a local match of \$103,600 from Traffic Capital Fund 465 – Construction Excise Tax Fund. Funding for this project is included in 2022-2023 in the 2023-2027 Traffic Capital Improvement Program.

**FOR QUESTIONS CONTACT:** Lam Cruz, Division Manager, (408) 794-1962