



City Council Report

City Council Meeting: November 12, 2019
Agenda Item: 3.D

To: Mayor and City Council
From: David Martin, Director, Transportation Planning
Subject: Award Contract and enter into Agreement with Stantec Consulting Services, Inc. for Design Services for Safe Routes to School (SRTS) Pedestrian Improvements at Six Schools Project

Recommended Action

Staff recommends that the City Council authorize the City Manager to negotiate and execute an agreement with Stantec Consulting Services, Inc., a Canada-based company, to provide transportation planning and engineering design services in an amount not to exceed \$470,000 for the Safe Routes to School (SRTS) Pedestrian Improvements at Six Schools Project.

Summary

The City Council identified Mobility and Access as one of six top framework priorities for the FY 2019-21 biennial budget and committed to a Vision Zero target of eliminating fatalities and serious injuries from traffic collisions by 2026. The Safe Routes to School (SRTS) Pedestrian Improvements at Six Schools Project was established to help achieve Mobility and Access and Vision Zero goals. This project would encourage walking and bicycling to six schools by enhancing access and safety conditions surrounding McKinley Elementary, Edison Language Academy, Santa Monica Alternative Schoolhouse, John Muir Elementary, Franklin Elementary, and Grant Elementary.

Staff solicited proposals from four pre-qualified transportation planning and engineering design consultants to expedite delivery of project design. The shortlist of pre-qualified consultants was established through Request for Qualifications (RFQ) #183 to streamline the consultant selection and contract execution process in anticipation of locally-funded projects delivering needed improvements in support of Vision Zero. Staff recommends Stantec Consulting Services, Inc. to provide transportation planning and engineering design services for this project in an amount not to exceed \$470,000.

Discussion

Council formally established the City's SRTS program in 2012 in response to growing community interest in walking and bicycling to schools. The SRTS program aims to make taking active transportation to school a customary part of everyday life and includes the Bike It Walk It encouragement events each fall and spring, safety training for students and their parents, outreach and events, and infrastructure improvements. Both the 2011 Bicycle Action Plan and 2016 Pedestrian Action Plan identify the SRTS program as providing a range of strategies integral to encouraging walking and bicycling to schools. The Bicycle Action Plan calls for SRTS to focus on infrastructure improvements at conflict zones and evaluate program and network effectiveness in increasing bicycle mode share of school children. The Pedestrian Action Plan identifies the SRTS program as aiding in the implementation of infrastructure improvements that support walking and bicycling and references a systematic evaluation of streets within a quarter mile of the city's K-12 schools to help prioritize improvements.

In spring 2017, as part of the City's SRTS program, staff conducted walk audits in partnership with students, parents, and faculty at six schools: McKinley Elementary, Edison Language Academy, Santa Monica Alternative Schoolhouse, John Muir Elementary, Franklin Elementary, and Grant Elementary. The audits involved a walking tour of key access routes to and from each of the schools. Audit participants then identified safety concerns and developed an improvement plan for each school to address barriers to walking and biking. In October 2018, the SRTS Walk Audit Report was released and includes preliminary recommendations including, but not limited to, curb extensions, curb ramp improvements, new or improved crosswalks, installation of rectangular rapid flashing beacons (RRFBs), pavement markings and signage enhancements, enhanced bicycle accommodations, lighting enhancements, and modifications to on-street parking and short-term loading regulations to better facilitate school pick-up and drop-off needs.

The SRTS Pedestrian Improvements at Six Schools Project would refine and advance the recommendations identified for the six schools in the 2018 SRTS Walk Audit Report. The final deliverables would be a City approved, community supported, and technically

vetted final construction-ready Plan, Specifications, and Estimate (PS&E) package for all six schools.

Pre-Qualified List

The standard procurement processes for Mobility capital projects were designed for locally- and/or federally-funded projects and correspondingly require more time for consultant selection and contract execution. In order to streamline the procurement process for locally-funded projects and save time for staff to obtain and review proposals, staff sought Council authorization to establish a shortlist of pre-qualified consultants (Attachment A). The shortlist consultants would competitively bid on locally funded projects as needed and would follow standard procurement thresholds. On November 13, 2018, Council approved staff’s recommendation to establish a pre-qualified list for Transportation Planning and Engineering Design Services as part of RFQ #183 consisting of Toole Design Group, Fehr & Peers, KOA Corporation, and Stantec Consulting Services, Inc. (Attachment B).

Consultant Selection

Bidder Recommendation	
Best Bidder	Stantec Consulting Services, Inc.
Evaluation Criteria (include all that apply)	Project understanding and approach; the ability, capacity and skill of the bidder to perform services; the capacity of the bidder to perform the contract or provide the service promptly, within the time specified, and without delay or interference; the character, integrity, reputation, judgment, training, experience and efficiency of the bidder; price and cost control that will further the intent set forth in Section 608 of the City Charter. The City shall have absolute discretion in determining the applicability and weight of the criteria listed above. The City is not required to select the bid with the lowest price.
Municipal Code	SMMC 2.24.073

Submittals Received			
Stantec Consulting Services, Inc.	\$377,601	KOA Corporation	\$582,070

Bid Data					
Date Posted	Posted On	Advertise In (City Charter & SMMC)	Vendors Emailed	Submittals Received	Date Publicly Opened
5/9/2019	N/A, RFP emailed to four pre-qualified consultants		4	2	6/12/2019

Best Bidder Justification
Following a review of submittal requirements, both proposals were accepted and

evaluated by a selection panel consisting of staff from the Planning and Community Development Department. Based on the criteria, the selection panel recommended Stantec Consulting Services, Inc. as the best qualified firm to provide transportation planning and engineering design services for this project based on its strong understanding of the project's scope and deliverables, detailed project approach, expertise of key staff on the project team, and competitive cost proposal.

Next Steps

Upon approval by Council, Stantec Consulting Services, Inc. would begin design work pursuant to an executed professional services agreement. The final PS&E package is estimated to be complete by December 2020 in order to facilitate construction to begin in summer 2021.

Past Council Actions

<i>Meeting Date</i>	<i>Description</i>
06/28/16 (Attachment A)	Council gave staff direction to pilot or implement new methods for procurement.
11/13/18 (Attachment B)	Council approved staff's recommendation to establish a pre-qualified list for Transportation Planning and Engineering Design Services consisting of four vendors.

Financial Impacts and Budget Actions

Staff seeks authority to approve funding from the Gas Tax Fund Capital Improvement Program budget to award a professional services agreement to Stantec for the SRTS Pedestrian Improvements at Six Schools Project.

Professional Services Agreement Request		
FY 2019-20 Request Amount	CIP Account #	Total Contract Amount
\$470,000	C2607300.689000	\$470,000

Prepared By: Joseph SanClemente, Principal Transportation Planner

Approved

Forwarded to Council



David Martin, Director

11/5/2019



Rick Cole, City Manager

11/5/2019

Attachments:

- A. June 28, 2016 Staff Report (Web Link)
- B. November 13, 2018 Staff Report (Web Link)
- C. Oaks - Stantec Consulting Services