

REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org



CONSENT
March 31, 2009

Honorable Mayor and
Members of the City Council

Title: Agreement: Traffic Impact Studies

Location/Council District: Citywide

Recommendation: Adopt a **Resolution:** 1) authorizing the City Manager to execute a Master Services Agreements (MSA) with Fehr & Peers, Dowling Associates, DKS, and AECOM for a two year period in an amount not to exceed \$400,000 per year for each agreement; and 2) authorizing the City Manager to execute additional one-year terms for a total not to exceed three years (including the initial term and all extensions) not to exceed the annual amount specified above.

Contact: Scott Tobey, Associate Engineer, (916) 808-8307; Samar Hajeer, Senior Engineer, (916) 808-7808

Presenters: Not Applicable

Department: Transportation

Division: Traffic Engineering

Organization No: 15001161

Description/Analysis

Issue: Traffic Impact consultants are hired to evaluate the impact of development applications and develop mitigation measures for City streets per environmental requirements. Consultants offer special expertise and software applications for modeling of future traffic conditions and evaluation of intersections.

Policy Considerations: Using consultants to conduct traffic impact studies will help streamline the review of entitlements and other development applications.

Environmental Considerations:

California Environmental Quality Act (CEQA): Under the California Environmental Quality Act (CEQA) Guidelines, administration of a Master Services Agreement does not constitute a project and is therefore exempt from review.

Sustainability Considerations: None.

Other: None.

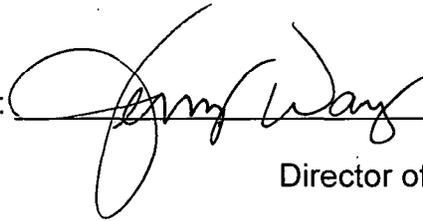
Rationale for Recommendation: The City has interviewed and established a list of four consultants to expedite the traffic impact analysis of development applications. The established list will streamline the consultant selection process and ensure a timely and accurate traffic impact analysis and a very efficient environmental review.

Financial Considerations: There will be no impact to the General Fund. Approving the Master Services Agreement will not result in any additional expense to the City. All costs associated with consultant services will be funded from the individual project applicants for their development proposals. The cost for services under the Master Services Agreement will not exceed \$400,000 annually per firm. This contract is on-call and the consultant(s) may not be called by the City to perform any services described in this contract agreement and therefore no compensation would be paid to the consultant(s) for the length of the contract.

Emerging Small Business Development (ESBD): A 20% Emerging/Small Business Enterprise (E/SBE) project participation requirement has been assigned to this project. The project was advertised on the City website for approximately 3 weeks to maximize opportunities for small business participation. All four firms recommended for contract met or exceeded this requirement as follows:

FIRM	E/SBE PARTICIPATION
Dowling Associates	100% (E/SBE Prime)
AECOM	20%
Fehr & Peers	20%
DKS Associates	20%

Respectfully Submitted by: 
Hector Barron
City Traffic Engineer

Approved by: 
Jerry Way
Director of Transportation

Recommendation Approved:

for 
Ray Kerridge
City Manager

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Attachment 1

BACKGROUND – Request for Qualifications Process

The Department of Transportation, Traffic Engineering Division, solicited the professional services of consultant firms with expertise in traffic impact studies for environmental documents and transportation project planning and design. The Request for Qualifications (RFQ) was advertised in November 2008 and thirteen firms submitted their qualifications to be considered for the On-Call list. One firm did not meet minimum qualifications. The remaining twelve firms were then ranked and the top six firms were interviewed by the City in January 2009. The interview panel made up of Department of Transportation Traffic Engineering and Engineering Services staff made the final selection. Of the thirteen firms that submitted statements of qualification, four were selected as consultants for the Master Services Agreement for Traffic Impact Studies.

RESOLUTION NO.

Adopted by the Sacramento City Council

**APPROVING MASTER SERVICES AGREEMENTS FOR TRAFFIC
IMPACT STUDIES ON-CALL SERVICES**

BACKGROUND

- A. The purpose of the Master Services Agreements is to provide the City with an "On-Call" list of traffic consultants that will provide traffic impact studies/reports for development projects. This program eliminates the need to follow a consultant selection process for each individual project. This consultant process streamlines the study/analysis process by pre-qualifying consultants, which would allow staff to be more responsive to the increasing volume of private and other development projects citywide.
- B. Firms were recommended for approval based on the following criteria listed, along with their expertise in the field of traffic impact studies:
- Quality and responsiveness
 - Experience in area of specialties
 - Recommendations of past clients/references
 - Ability to maintain timely schedules
 - Community participation in public presentation experience
- C. The terms of the proposed agreements are two years from the date of the execution. The City may opt to extend the contract for an additional year for a total of three years.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

- Section 1. The City Manager is authorized to execute Master Services Agreements for Traffic Impact Studies On-Call Services with AECOM, DKS, Dowling Associates, and Fehr & Peers for a period of two years for an annual not-to-exceed amount of \$400,000 for each agreement; and
- Section 2. The agreements provide for initial terms of two years, with the option to extend for one additional one-year term, up to total agreement terms of three years (including the initial term and all extensions). The City Manager may authorize such extension for the annual not-to-exceed amount specified above.