



Agenda Report

January 22, 2018

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: CONTRACT AWARD TO KOA CORPORATION FOR THE PREPARATION OF PRELIMINARY ENGINEERING, COST ESTIMATES, PREPARATION OF CONCEPTUAL PLANS AND COMMUNITY OUTREACH FOR ACCESS ENHANCMENTS TO METRO GOLD LINE ALLEN STATION-CONCEPT STUDY

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) (General Rule); and
2. Authorize the City Manager to enter into a contract as a result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code with KOA Corporation for consultant services for the preparation of preliminary engineering, cost estimates, preparation of conceptual plans, and community outreach for the Access Enhancements to Metro Gold Line Allen Avenue Station - Concept study, for an amount not to exceed \$178,400.

BACKGROUND:

In the FY 2018 Capital Improvement Program, the City Council approved funding for a concept study of Allen Avenue between Villa Street and Colorado Boulevard to enhance access to the Metro Allen Gold Line Station by pedestrians and bicyclists. A wide variety of travelers use the study corridor due to its proximity to Pasadena City College. As noted in the CIP, the concept study is designed to explore Complete Streets/Green Streets elements to reduce motorist speeds and encourage non-auto travel along this corridor. Proposed elements to be discussed with the community may include, but not be limited to, widening sidewalks, constructing curb extensions (bulb outs) at intersections, upgrading traffic signal hardware to provide enhanced pedestrian and bicyclist safety features and modifying roadway signing and striping.

The project includes development of an Outreach Plan that will outline the timing, purposes, potential locations and audiences for all engagement efforts. The purpose of

this community engagement program will be to introduce the project to stakeholders, explain the goals of the Allen Avenue project, identify desirable safety enhancements, and provide stakeholders with various opportunities to provide input on the draft design concepts along Allen Avenue, from Villa Street to Colorado Boulevard.

CONSULTANT SELECTION:

The City released a Request for Proposal (RFP) for Consultant Services for the Allen Avenue project on September 12, 2017. The RFP was advertised through the City's bid notification system, Planet Bids. On November 3, 2017, two firms submitted complete and responsive proposals.

The two proposals were independently evaluated by a staff representing an outside public agency, Department of Transportation staff and staff from the Public Works Department. A summary of the evaluation is the following:

Team Lead	Location	Average Proposal Score
Anderson Penna	Newport Beach, CA	73
KOA Corporation	Orange, CA	92.5

KOA Corporation scored higher in the areas of Project Understanding and Project Approach and thus rated the highest based on the rating criteria stated in the RFP. The KOA Corporation project team's experience in Concept Study and outreach work is extensive. The project team includes EBA, a local consultant firm with extensive local knowledge that will take the lead for the public engagement efforts. The contract term is approximately nine months after the execution of the agreement. KOA has recently completed two projects under contract with the Department of Transportation for a total amount of \$27,978.

The proposed contract fully complies with the City's Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.047 as well as all federal requirements for procurement, as identified in the Office of Management and Budget (OMB) 2 CFR Part 200 and 1201.

COUNCIL POLICY CONSIDERATION:

The Allen Avenue project is consistent with Mobility Element Policy 1.7 by designing streets to achieve safe interaction for all the modes of travel particularly for pedestrian and bicycle users. This project is also consistent with Policy 1.26 by continuing to coordinate with other governmental agencies in the area, including municipalities, Southern California Association of Governments, Metro and the San Gabriel Council of Governments to address issues of mutual concern related to the transportation system; and Policy 2.3 by providing convenient, safe and accessible transit stops.

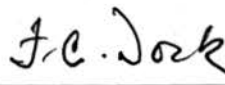
ENVIRONMENTAL ANALYSIS:

The proposed action is an authorization to contract with KOA Corporation for the concept studies preparation of enhancement of the Allen Street Project. This action is the preparation of a concept study only and is therefore exempt from CEQA per Section 15061(b) (3) (General Rule).

FISCAL IMPACT:

The cost of this action will be \$178,400. Funding for this action will be addressed by the utilization of existing Capital Improvement Program budgeted appropriation in the Enhancements to Metro Gold line Allen Station-Concept Study (75092). This project was created in FY 2017, with initial funding from Reserve for Key Projects in FY 2018.

Respectfully submitted,



FREDERICK C. DOCK
Director
Department of Transportation

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Approved by:



STEVE MERMELL
City Manager

Attachment: (1)

Attachment A – Summary of Scores and Final Ranking