

# Agenda Report

August 2, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Department of Transportation

**SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH ITERIS, INC., FEHR AND PEERS, AND KIMLEY-HORN AND ASSOCIATES, INC. FOR CONSULTANT SERVICES TO PREPARE TECHNICAL TRANSPORTATION STUDIES FOR A FOUR-YEAR TERM WITH AN ANTICIPATED COMMENCEMENT DATE OF SEPTEMBER 1, 2021**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find the contracts proposed herein to provide consultant services for the preparation of technical transportation studies are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3); and
2. Authorize the City Manager to enter into a contract, as the result of a competitive selection process as specified by Pasadena Municipal Code Section 4.08.047, with Iteris, Inc. to provide consultant services to prepare technical transportation studies on an as-needed basis for a period of four years for an amount not to exceed \$600,000; and
3. Authorize the City Manager to enter into a contract, as the result of a competitive selection process as specified by Pasadena Municipal Code Section 4.08.047, with Fehr and Peers to provide consultant services to prepare technical transportation studies on an as-needed basis for a period of four years for an amount not to exceed \$300,000; and
4. Authorize the City Manager to enter into a contract, as the result of a competitive selection process as specified by Pasadena Municipal Code Section 4.08.047, with Kimley-Horn and Associates, Inc. to provide consultant services to prepare technical transportation studies on an as-needed basis for a period of four years for an amount not to exceed \$200,000.

### **EXECUTIVE SUMMARY:**

The City is seeking professional services from experienced transportation firms for the Preparation of Technical Transportation Studies on an as-needed basis. These studies will be used in CEQA and Local Mobility Analysis (formerly referenced as Outside CEQA analysis).

Seven (7) proposals were received in response to the RFP. Evaluation of the proposals was based on a competitive selection process, in which the evaluation of proposals was not limited to price alone. Since the number of applications and scope of development projects is for future unknown work, contract award amounts are recommended based on the potential assignment of work based on each firm's ranking. Iteris, Inc., Fehr and Peers, and Kimley-Horn and Associates, Inc. were the top three proposers, respectively. The City recommends that contracts be extended to these three consultants in the amounts included herein.

### **BACKGROUND:**

The City's updated California Environmental Quality Act (CEQA) metrics (November 2020) are reflective of the City's comprehensive smart growth approach of planned land uses and supportive transportation options that are intended to produce a more sustainable urban environment and the reduction of greenhouse gas emissions. In CEQA analyses, with the evaluation of Vehicle Miles Traveled (VMT) per service population, Vehicle Trips (VT) per service population, proximity to transit and bicycle facilities, and pedestrian accessibility, a project's influence on Greenhouse Gas (GHG) emissions will be determined.

A separate transportation impact analysis process considers the potential impact of new developments outside of the CEQA environmental review process. Local Mobility Analyses are intended to review a project's potential impact on intersection performance, neighborhood intrusion and on the bicycle and pedestrian network.

The City is seeking professional services from experienced transportation firms for the preparation of technical transportation studies on an as-needed basis. It is the responsibility of the Department of Transportation (DOT) to identify any potential transportation related impacts and identify strategies that would either eliminate, minimize, or manage the potential project impact to the street network. The services provided under these contracts will provide staff with additional support and resources to ensure timely completion of CEQA analysis and Local Mobility Analysis to review development applications submitted to the Planning Department.

### **COMPETITIVE SELECTION RFP:**

In April 14, 2021, the City released a Request for Proposals (RFP) seeking consultant services to create a consultant list for the preparation of technical transportation analyses for development projects on an as needed basis. The Preparation of Technical Transportation Studies was posted on the PlanetBids website. Forty-nine (49) vendors downloaded the RFP, and seven proposals were received.

Evaluation of the proposals was based on a competitive selection process, in which the evaluation of proposals was not limited to price alone. The capability of the proposer to satisfy the City requirements identified in the Scope of Services, and the experience of the proposer in providing services of the type, size, and scope typically submitted to the City was also considered in the selection.

A three-person evaluation committee made up of employees from the Department of Transportation with traffic engineering experience ranked the firms based on the following evaluation criteria:

- Firm's Experience 25 points
- Approach/Ability to Perform 20 points
- Cost Proposal 30 points
- Proposed Staffing 15 points
- Local Pasadena Business 5 points
- Small or Micro Business 5 points

As established in the Scope of Services for this contract, firms were evaluated and determined on the basis of demonstrated competence and qualifications necessary for the satisfactory performance of the services required. The top ranking firm will be given the first option to accept or decline the completion of the work called for. As also stated in the RFP, the City reserves the right to select the 2nd and 3rd ranked firms based on performance and workload (i.e. complexity of analysis and/or expedited response time) if the top ranking firm is not able to perform the work called for in this RFP in a timely and satisfactory manner. The City made no guarantee in the amount services requested of any consultant, but does establish a not-to-exceed contract amount.

Since the number of applications and scope of development projects is for future unknown work, contract award amounts are recommended based on the potential assignment of work based on each firm's ranking. The contract term for the services provided under the RFP will be for four years from the date of contract execution, with an anticipated commencement date of September 1, 2021.

### **VENDOR SELECTION:**

Iteris, Inc. received the highest total score based on the evaluation criteria outlined in the RFP with a total score of 79.8 out of 100 possible points. Their qualifications, on-call agency experience related to VMT, CEQA and non-CEQA analyses, staffing, modeling experience, and cost proposal contributed to their high score.

The City has worked with Iteris, Inc. in the past to complete transportation analyses for development project applications submitted to the Planning Department for review. Iteris, Inc. also worked with both the City and Caltrans in the "SR-710 Northern Stub Repurposing Technical Feasibility Assessment" (January 2021) to determine whether the conversion of the SR-710 northern stub from "freeway to freeway" to "freeway to local street" connections is feasible and does not compromise the safety or operations of the state and interstate highway facilities. This analysis required Iteris, Inc. to use the City's Transportation Demand Forecasting (TDF) model and street network model.

Fehr and Peers received the second highest total score based on the firm's experience and other evaluation criteria. Fehr and Peers developed and updated the City's TDF model for use of all projects requiring CEQA evaluations. Fehr and Peers also developed and facilitated community workshops detailing the City's CEQA and Outside CEQA (Local Mobility) analysis processes. In addition, Fehr and Peers worked with the City in developing mobility performance measures and metrics for use in the General Plan Environmental Impact Review (EIR) process. The City has also worked with Fehr and Peers in the past to complete transportation analyses for development project application review.

Kimley-Horn and Associates, Inc. (KHA) received the third highest score. KHA was contracted by LA County Metro for the "North Hollywood to Pasadena BRT Planning and Environmental Study" (2020) connecting the San Fernando Valley with the San Gabriel Valley. KHA was responsible for all technical planning studies, which required utilization of the City's TDF model. KHA also worked with both the City and Caltrans in performing the necessary technical assessment for the conversion of the SR-710 northern stub. The City has also worked with KHA in the past to complete transportation analyses for development project application review.

As stated above, the City reserves the right to select the second and third ranked firms based on performance and workload (i.e. complexity of analysis and/or expedited response time) if the top ranking firm is not able to perform the work called for in this RFP in a timely and satisfactory manner. Awarding a contract to the top three firms will ensure that the City will be able to satisfy the workload in a timely and satisfactory manner. The City made no guarantee in the amount services requested of any consultant.

The proposed staff availability and capability of the firm to complete the scope of work were factors in the scoring.

The table below provides the average point score and overall ranking of the proposers:

Proposer	Firm's Experience (25)	Approach/ Ability to Perform (20)	Cost Proposal (30)	Proposed Staffing (15)	Local Pasadena Business (5)	Small or Micro Business (5)	Total Score (100 points)
1. Iteris, Inc. Santa Ana, CA	22.3	17.7	26.2	13.7	0	0	79.8
2. Fehr and Peers Los Angeles, CA	25.0	19.7	15.9	15.0	0	0	75.6
3. Kimley-Horn, Inc. Los Angeles, CA	25.0	19.7	15.8	15.0	0	0	75.4
4. Raju Associates, Inc. Pasadena, CA	16.7	11.0	28.1	8.0	5	5	73.8
5. Linscott, Law & Greenspan, Engineers Pasadena, CA	19.7	14.7	16.5	12.7	5	5	73.5
6. KOA Monterey Park, CA	13.3	10.7	30.0	9.3	0	5	68.3
7. AECOM Los Angeles, CA	18.3	14.7	7.8	11.3	0	0	52.2

Based on the evaluation summary above, it is recommended that the City enter into three separate on-call contracts for the Preparation of Technical Transportation Studies on an as-needed basis with Iteris, Inc., Fehr and Peers, and Kimley-Horn and Associates, Inc. Each contract term for the services requested in the RFP will be for four years from the date of execution by the City, with an anticipated commencement date of September 1, 2021.

**COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the goals and objectives of the General Plan Mobility Element including to:

- Enhance Livability
- Encourage walking, biking, and other alternatives to motor vehicles.

Specifically, this project addresses these policies of the Mobility Element:

- Policy 1.9 Support local and regional air quality, sustainability, and GHG emission reduction goals through management of the City's transportation network.
- Policy 1.16 Support mobility performance measures which support the City's sustainability goals.
- Policy 1.31 Emphasize transportation projects and programs that will contribute to a reduction in vehicles miles traveled per capita, while maintaining economic vitality and sustainability.

**ENVIRONMENTAL ANALYSIS:**

The project has been reviewed for compliance with the California Environmental Quality Act (CEQA) and is exempt per Section 15061 (b) (3), which states:

"The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA."

**FISCAL IMPACT:**

In accordance with Pasadena Municipal Code Section 1.08.070 - Fees established by resolution, the contracts will be fully funded by applicants who submit land development applications to the City for review, including all the cost for completing the analyses, attendance of key project meetings, and submittal of all project deliverables. Staff time to review the analyses will also be fully funded by the applicants. Contract expenses will utilize account 10524002-811400 (Contract Services).

Respectfully submitted,

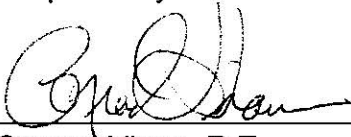


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