

Agenda Report

March 23, 2026

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: **AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT AGREEMENT WITH MARK THOMAS & COMPANY, INC. FOR COLUMBIA STREET MULTIMODAL IMPROVEMENTS PROJECT CONCEPTUAL DEVELOPMENT, PRELIMINARY ENGINEERING AND FINAL DESIGN SERVICES FUNDED THROUGH MEASURE R MOBILITY IMPROVEMENT PROJECT (MIP) FUNDS FOR A TOTAL AMOUNT NOT TO EXCEED \$1,209,789**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the action proposed herein is not a "project" subject to the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 21065 and within the meaning of Section 15378(b); and
2. Authorize the City Manager to enter into a contract with Mark Thomas & Company, Inc., as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, for Columbia Street Multimodal Improvements Project Conceptual Development, Preliminary Engineering and Final Design Services funded through Measure R Mobility Improvement Project (MIP) funds in the amount not to exceed \$1,209,789 which includes the base contract amount of \$436,875 to develop conceptual and preliminary design (Phase 1), the option for additional services to deliver final design including Plans, Specifications and Estimates (PS&E) in the amount of \$662,933 (Phase 2), and a contingency amount of \$109,981 for any necessary change orders subject to City Manager approval. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services).

BACKGROUND:

In September of 2022, the City submitted a letter to Los Angeles Metro providing a list of City Council-approved projects for consideration for Measure R Mobility Improvement Project (MIP) funds in lieu of the California Boulevard Grade Separation Project. The Columbia Street Multimodal Improvements Project is one of the projects funded through

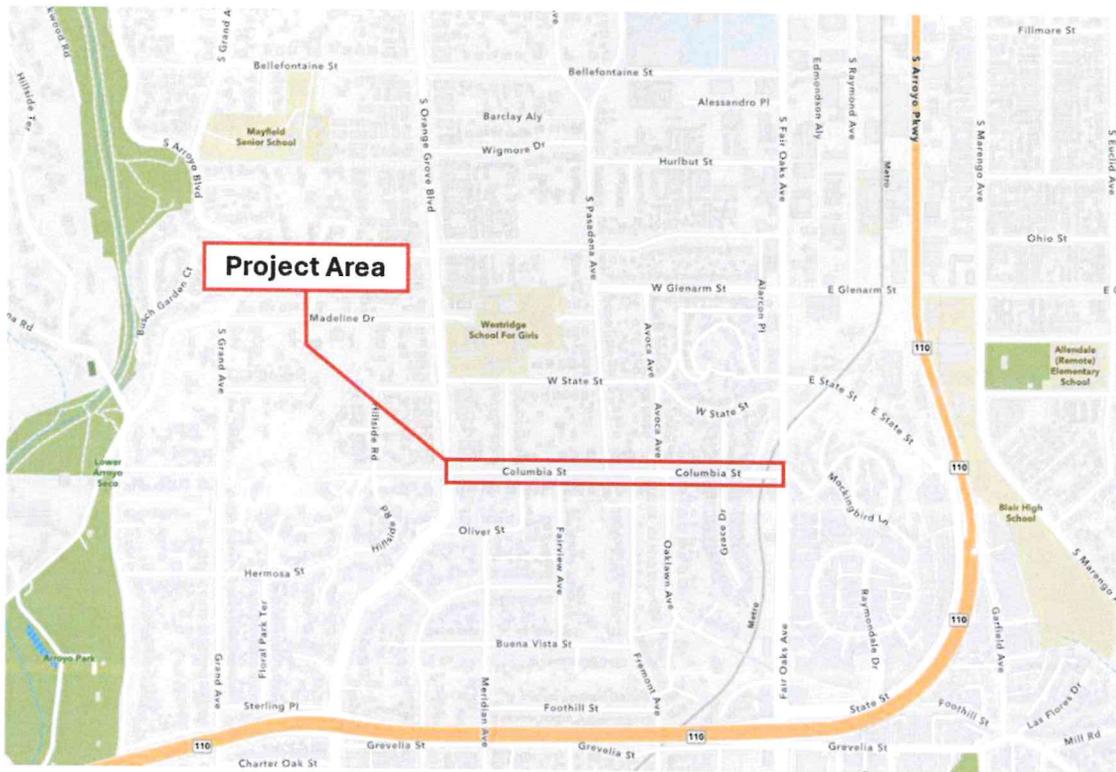
the Measure R MIP funds. The total amount appropriated in the City Capital Improvement Program (CIP) to plan, design, and build the project is \$9,900,000. The contract is for developing and completing the project design in preparation for construction.

The City has already completed extensive preliminary community engagement, detailed in the 710 N. Stub Project Development Technical Memorandum (Attachment A). This contract is for professional design services to review the initial concepts with the community and advance the project design to construction-ready engineering designs.

The community engagement process will continue throughout the engineering design phase to gather input and help inform the final design. The consultant for this contract will provide all engineering design services. Arellano Associates, the firm coordinating engagement for all Measure R MIP projects (including this project), will support staff with outreach and community engagement allowing for a coordinated citywide engagement strategy. The community engagement process includes engagement with residents of the City of South Pasadena, coordinated with South Pasadena staff, as this project is along the Pasadena-South Pasadena border.

This Project will enhance the bicycle and pedestrian network on Columbia Street, improving safety and accessibility for people walking and biking. The Project will maintain the existing number of vehicle travel lanes for people driving while enhancing safety and operations through upgraded traffic signals, improved pedestrian crossings, and multimodal safety enhancements designed to better accommodate people walking and biking. The project will balance the needs of local residents and people walking, driving, and biking, thereby contributing to a safer and more sustainable transportation environment for the community.

The limits of this Project are within the public right-of-way on Columbia Street, covering approximately 0.5 miles in length between Orange Grove Boulevard and Fair Oaks Avenue, as shown in the map below. In coordination with this project, the City will be completing improvements on Pasadena Avenue as a separate project.



Columbia Street is along the southern City limit and the southern sidewalk along the corridor is in the jurisdiction of the City of South Pasadena. The Project will require close coordination with the City of South Pasadena, as they have projects that intersect with Columbia Street, including at the intersections of Fair Oaks Avenue and Fremont Avenue.

Phase 1 of this work will consist of concept development and preliminary engineering. Concept development will be an iterative process with community input. Initial design ideas based on the 710 N. Stub Project Development Technical Memorandum will be developed and then refined using feedback from public meetings, surveys, and online platforms. As concepts evolve, high-quality renderings provided by the consultant showing before-and-after conditions will help the community visualize the proposed changes. These visualizations will be used to gather further feedback to ensure the design aligns with community needs.

After completion of Phase 1, the City may elect to exercise the contract option and proceed to Phase 2. This phase would advance the preliminary design to a 100% final PS&E design package suitable for construction bidding.

Over the course of the Project, the Project team will meet with the Transportation Advisory Commission (TAC) to share updates on Project milestones and findings.

On October 13, 2025, the Department of Transportation (DOT) issued a Request for Proposals (RFP) on OpenGov seeking consultant services for professional conceptual development, preliminary engineering, and final design services for the Columbia Street Multimodal Improvement Project. Eighty firms downloaded the RFP. Nine proposals were submitted by the due date of November 24, 2025. Five of the prime consultant firms that provided submittals are local firms, and three of the prime consultant firms that submitted proposals are a small or micro-business.

An inter-departmental evaluation committee from DOT and the Public Works Department evaluated the proposals based on the criteria identified in the RFP. The scoring criteria included: project understanding, experience and references, project approach, staffing of project/ability to perform, cost proposal, local Pasadena business, and small or micro-business. Below is the list of proposers and overall scores, on a scale from 0 to 100.

Firm	City	Total Score*
Mark Thomas & Company, Inc.	Los Angeles, CA	82
Kimley-Horn and Associates, Inc.	Pasadena, CA	80
Psomas	Pasadena, CA	79
DKS Associates	Pasadena, CA	75
Chen Ryan Associates, Inc.	Los Angeles, CA	74
Craftwater Engineering, Inc.	Pasadena, CA	71
Michael Baker International, Inc.	Santa Ana, CA	71
MA Engineering	Pasadena, CA	63
Glenn A. Rick Engineering & Development Company	Valencia, CA	63

*Scores are rounded to nearest whole number

Based on the evaluation procedures and criteria specified in the RFP, the proposals were evaluated, scored, and ranked. Staff scheduled meetings with the top three firms for further discussion and clarification of their proposals: Kimley-Horn and Associates, Inc., Mark Thomas & Company, Inc., and Psomas.

The evaluation panel recommended that Mark Thomas & Company, Inc. be awarded the contract, as demonstrated by their overall total score. Mark Thomas & Company, Inc. is a recognized transportation planning and engineering consulting firm with significant experience in California, with over 500 staff across the state.

Mark Thomas & Company, Inc. has significant experience in providing full-service engineering design services for large transportation infrastructure projects similar in scope and size to the proposed Columbia Street Multimodal Improvements Project. The

firm has designed over 140 Complete Streets projects and 700+ miles of local roadway and multimodal improvements across the state. Notably, Mark Thomas & Company, Inc.'s experience with providing design services for large, complex transportation projects includes the City of Glendale's San Fernando Road Beautification and Multimodal Improvements Project and the North Verdugo Road Multimodal Improvements Project, the City of Los Angeles' Osborne Street Project and the Valley Boulevard Multimodal Improvements Project, and the City of Monterey Park's Garvey Avenue Multimodal Improvements Project.

The subconsultants teamed with Mark Thomas & Company, Inc. include Iteris, Geocon, and CWE. Iteris is a transportation planning firm with expertise in traffic operations and modeling, and they are currently supporting the City with the 710 Northern Stub Repurposing and Reconnecting Communities Project, as Transportation Management Center staff augmentation for Special Events/Rose Bowl, and are under an on-call contract with DOT supporting traffic studies and traffic engineering services. Geocon is tasked with providing geotechnical services, and they are currently under an on-call contract with Public Works supporting various soils and materials testing efforts. CWE will provide support on water resources and stormwater design, and has supported the City on the Berkshire Creek Water Quality Monitoring Project and the Arroyo Seco Channel and Compton Creek Load Reduction Strategy Concept.

The Mark Thomas & Company, Inc. team demonstrated the highest competence in conceptual development, preliminary engineering, and final design services for the Columbia Street Multimodal Improvements Project, based on their experience with similar multimodal projects in the region, their deep understanding of the role of community outreach in these projects, and their seasoned project manager who has over 39 years of experience. Therefore, staff recommends that the City enter into a contract for a total amount not to exceed \$1,209,789 with Mark Thomas & Company, Inc.

The proposed contract will be structured as follows:

Phase 1,(Base) Initial Design	\$436,875
Phase 2,(Option) Final Design	\$662,933
Contingency (approximately 20%)	<u>\$109,981</u>
Contract "Not to Exceed" Amount	\$1,209,789

The Phase 1 Conceptual and Preliminary Design effort of the project is expected to begin in May 2026. Phase 2 Final Design may be exercised with approval from the City Manager.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goal to support and promote the quality of life and local economy. This project by advancing the Columbia Street Multimodal Improvements Project is also consistent with the following Mobility Element Policies:

- 1.2 Promote greater linkages between land uses and transit, as well as non-vehicular modes of transportation to reduce vehicular trip related emissions.
- 1.7 Design streets to achieve safe interaction for all modes of travel particularly for pedestrians and bicycle users.
- 1.11 Design streets to reflect the mobility needs of the adjacent land use context to support healthy activities such as walking and bicycling.
- 1.12 Apply traffic management measures to manage vehicular speeds as a function of designated street type to ensure safe and orderly movement of all modes of travel.
- 1.17 Design streets to improve access to destinations by transit, bicycle and walking.
- 1.23 Improve public health by supporting walking and bicycling throughout the city.
- 2.5 Develop and maintain a comprehensive and integrated system of reduced stress bikeways and increase bicycle parking at destinations to promote bicycle riding as a mode of transportation.
- 2.8 Maintain existing and identify new opportunities for bicycle infrastructure.

ENVIRONMENTAL ANALYSIS:

CEQA excludes, from environmental review, actions that are not "projects" as defined by Public Resources Code Section 21065 and within the meaning of State CEQA Guidelines Section 15378(b). Sections 21065 and 15378(b) define a project as an action which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Section 15378 excludes from the definition of "project" continuing administrative or maintenance activities, such as purchases for supplies and services. The actions proposed herein, authorizing the City Manager to enter into a contract for professional services, is an administrative activity for the purchasing of services, and therefore is not a "project" as defined by CEQA. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

The total cost of this contract including contingency is \$1,209,789. Funding for this action will be addressed by the existing FY26 budgeted appropriations in the Columbia Street Multimodal Improvements (75128) CIP project. Future year appropriations will be budgeted as part of the annual CIP process. There is no impact to the General Fund.

The following table represents the fiscal impact.

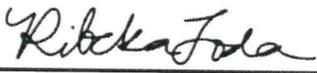
Description	Cost
Phase 1, (Base) Concept Development and Preliminary Engineering	\$436,875
Phase 2, (Option) Final Design and Construction Support	\$662,933
Contingency	\$109,981
Total Fiscal Impact	\$1,209,789

Respectfully submitted,



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Prepared by:



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Engineer

Approved by:



MIGUEL MÁRQUEZ
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Attachments:
Attachment A - 710 N. Stub Project Development Technical Memorandum