



CITY OF GLENDALE, CALIFORNIA
REPORT TO THE:

Joint City Council Housing Authority Successor Agency Oversight Board

January 16, 2018

AGENDA ITEM

Report: Traffic and Parking Impact Studies On-Call Services

- 1) Motion awarding Professional Services Agreements in the aggregate "not-to-exceed" amount of \$225,000 for Traffic and Parking Impact Studies On-Call Services to the following consultants:
 - 1. Iteris (Los Angeles, CA)
 - 2. Kimley Horn (Woodland Hills, CA)
 - 3. KOA Corporation (Monterey Park, CA)

COUNCIL ACTION

Public Hearing <input type="checkbox"/>	Ordinance <input type="checkbox"/>	Consent Calendar <input checked="" type="checkbox"/>	Action Item <input type="checkbox"/>	Report Only <input type="checkbox"/>
Approved for <u>January 16, 2018</u> calendar				

ADMINISTRATIVE ACTION

Submitted by:
Roubik R. Golanian, P.E., Director of Public Works

Signature

Prepared by:
Larry S. Tay, P.E., Principal Traffic Engineer

Approved by:
Yasmin K. Beers, Interim City Manager

Reviewed by:
Dennis H. Ambayec, P.E., Deputy Public Works Director/City Engineer

Michael J. Garcia, City Attorney

Robert P. Elliot, Director of Finance

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RECOMMENDATION

Staff respectfully recommends that the City Council approve the attached Motion awarding Professional Services Agreements in the aggregate “not-to-exceed” amount of \$225,000 for Traffic and Parking Impact Studies On-Call Services with the following consultants:

1. Iteris (Los Angeles, CA)
2. Kimley Horn (Woodland Hills, CA)
3. KOA Corporation (Monterey Park, CA)

BACKGROUND/ANALYSIS

In June 2013, the City Council approved a Motion to award an on-call Professional Services Agreement (PSA) to KOA Corporation to perform traffic and parking impact studies. This PSA has expired and the City is conducting another procurement to ensure the continued availability of these services.

On October 16, 2017, the City issued a Request for Qualifications (RFQ) to solicit Statements of Qualifications (SOQs) from qualified consulting firms to provide on-call professional traffic engineering services with an emphasis on traffic and parking impact studies. Due to the current traffic engineering staffing levels, continued use of consultants for these services is recommended to better manage the volume of development proposals currently being submitted to the City. On-call consultants have proven to be a cost-effective resource for delivering timely customer service while city staff is managing multiple commitments.

The consultants will be able to devote their extensive and specialized resources required to complete traffic engineering and transportation planning work, in a timely fashion, without diverting City staff resources from other scheduled projects. The scope of services is as follows:

1. Traffic impact studies (including trip generation, trip distribution and level of service analyses)
2. Design of site access
3. Design of off-site traffic improvements
4. Design of on-site parking layouts
5. Design of on-site delivery truck loading zones
6. Design of on-site vehicle, delivery truck and pedestrian circulation
7. Parking demand analyses
8. Parking inventory studies
9. Parking usage studies
10. Transportation modeling analyses
11. Grant documents
12. Traffic signal operational analysis
13. Traffic signal timing.

On November 6, 2017, the Public Works Department received SOQs from consulting firms as follows:

1. Kunzman and Associates, Orange, CA
2. IBI Group, Irvine, CA
3. LSA, Los Angeles, CA
4. Minagar & Associates, Inc., Laguna Hills, CA
5. Lin Consulting, Diamond Bar, CA

6. Advantec Consulting Engineers, Irvine, CA
7. Kimley-Horn and Associates, Inc., Woodland Hills, CA
8. Interwest Consulting Group, Huntington Beach, Ca
9. Iteris, Inc., Los Angeles, CA
10. KOA Corporation, Monterey Park, CA
11. Gibson Transp. Consulting, Inc., Los Angeles, CA
12. Raju Associates, Inc., Pasadena, CA
13. Fehrs & Peers, Los Angeles, CA
14. Linscott, Law & Greenspan, Engineers, Pasadena, CA

On December 5, 2017, a committee comprised of Public Works and Community Development staff met to evaluate the SOQs. Rating criteria were based on the firms' qualifications and experience, quality of the SOQ submitted, soundness of methodology, and demonstrated ability to perform the services requested. Upon review of the SOQs, staff has selected three (3) consultants best qualified to perform the work. They are as follows:

1. Iteris (Los Angeles, CA)
2. Kimley Horn (Woodland Hills, CA)
3. KOA Corporation (Monterey Park, CA)

Staff's recommendation to award Professional Services Agreements to multiple firms rather than one is based on the need to take advantage of the variety of skill sets offered by each firm, as well as providing the City with flexibility to determine which consultant offers the best expertise for the job required.

Each of the PSAs will be task-based or provided on a time and materials basis at the discretion of the City, and for a three-year term with an optional 2-year extension. The PSAs will also authorize each of the three firms to provide traffic and parking impact studies for a not-to-exceed amount of \$75,000, with an aggregate not-to-exceed amount of \$225,000.

When necessary, the selected consultant will be requested to provide proposals based on lump sum fees or services based on an hourly budget agreed upon by the consultant and City.

FISCAL IMPACT

The breakdown of the amounts for the traffic and parking impact studies consultant services are as follows:

Fiscal Year 2017-18	\$37,500
Fiscal Year 2018-19	\$75,000
Fiscal Year 2019-20	\$75,000
Fiscal Year 2020-21	\$37,500

Funding for the Fiscal Year 2017-18 has been allocated in the approved Contractual Services Account, General Fund, Traffic Engineering, Account No. 43110-101-552. Funding for Fiscal Year 2018-19 and beyond will be requested as part of the regular annual budget process.

CAMPAIGN DISCLOSURE

In accordance with the City Campaign Finance Ordinance No. 5744, the following are the names and business addresses of the members of the board of directors, the chairperson,

CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company proposed for contract in this Agenda Item Report:

Officers of Iteris, Inc.:

Full Name	Title	Business Address	City	State	Zip
Joe Bergera	CEO/President	1700 Carnegie Ave., Ste 100	Santa Ana	CA	92705
Andrew Schmidt	Chief Financial Officer	1700 Carnegie Ave., Ste 100	Santa Ana	CA	92705
Thomas L. Thomas	Director & Chairman of the Board	1700 Carnegie Ave., Ste 100	Santa Ana	CA	92705

Officers of Kimley Horn and Associates:

Full Name	Title	Business Address	City	State	Zip
John C. Atz	CEO/President	1920 Wekiva Way, Ste 200	W. Palm Beach	FL	33411
Tammy Flanigan	Chief Financial Officer	421 Fayetteville St., Ste 400	Raleigh	NC	27601
David McEntw	Chief Operating Officer	421 Fayetteville St., Ste 400	Raleigh	NC	27601

Officers of KOA Corporaton:

Full Name	Title	Business Address	City	State	Zip
Jimmy H. Lin, P.E.	CEO/President	1100 Corporate Center Dr., Ste 201	Monterey Park	CA	91754
Joel Falter	Chief Operating Officer	1100 Corporate Center Dr., Ste 201	Monterey Park	CA	91754
Juan Gutierrez	Chief Financial Officer	1100 Corporate Center Dr., Ste 201.	Monterey Park	CA	91754

ALTERNATIVES

The alternatives related to the proposed Motion and Resolution are as follows:

- Alternative 1:** **Approve the attached Motion and Resolution.** The Public Works Department can hire contractors to perform on-call traffic and parking impact studies on an “as-needed” basis.

- Alternative 2:** **Do not approve the attached Motion and Resolution.** The Public Works Department will not hire contractors to perform on-call traffic and parking impact studies on an “as-needed” basis.

- Alternative 3:** **New Alternative.** The City Council may consider any other alternative not proposed by staff.

EXHIBITS

None

MOTION

Moved by Council Member _____, seconded by Council Member _____, that the City Manager, or his designee, is authorized to execute separate three-year agreements for On-Call Traffic and Parking Impact Studies with the firms listed below, provided that the agreements authorized herein shall not in the aggregate exceed \$225,000.

The three qualified consultants found to be the most qualified to perform traffic and parking impact studies and traffic engineering on an as-needed basis pursuant to a Request for Qualifications are:

1. Iteris (Los Angeles, CA)
2. Kimley Horn (Woodland Hills, CA)
3. KOA Corporation (Monterey Park, CA)

The agreements shall be in a form approved by the city attorney.

Votes as follows:

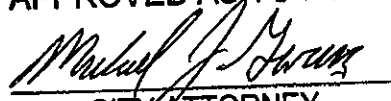
Ayes:

Noes:

Absent:

Abstain:

APPROVED AS TO FORM


CITY ATTORNEY

DATE 1/11/19