



# City of Rialto

## Legislation Details (With Text)

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**Title:** Request City Council to Award a Professional Services Agreement to KOA Corporation and Authorize the Issuance of a Purchase Order in the amount of \$83,130 for Engineering Design of the Etiwanda Corridor Active Transportation Program Improvements Project, City Project No. 160805. (ACTION)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Attachment 1-ATP CYCLE 2 RFP, 2. Attachment 2 - PSA KOA 11-21-17, 3. Disclosure Form 11-27-17, 4. Attachment 3 - Etiwanda Corridor Map

Date	Ver.	Action By	Action	Result
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For City Council Meeting [December 12, 2017]

TO: Honorable Mayor and City Council

APPROVAL: Michael E. Story, City Administrator

FROM: Robert G. Eisenbeisz, P.E. Public Works Director/City Engineer

Request City Council to Award a Professional Services Agreement to KOA Corporation and Authorize the Issuance of a Purchase Order in the amount of \$83,130 for Engineering Design of the Etiwanda Corridor Active Transportation Program Improvements Project, City Project No. 160805.  
**(ACTION)**

### **BACKGROUND:**

The Etiwanda Corridor project is an Active Transportation Program (ATP) project that will upgrade existing and add new pedestrian and bicycle facilities along Etiwanda Avenue and several parallel and intersecting streets between Maple Avenue and Pepper Avenue. There are seven elementary schools, one middle school, and a high school within the Etiwanda Corridor project area. On July 11, 2017, the City Council accepted an Active Transportation Program- Cycle 2 grant in the amount of \$629,098 and a Transportation Development Act Article 3 matching grant in the amount of \$136,021. These grant funds are intended to improve pedestrian and bicycle facilities in the project area.

The proposed improvements will connect to community destinations where an increase in non-motorized, "active" transportation modes can be realized. The installation of Class II Bike lanes and Class III Bike Routes along the primary east-west and north-south roadways will provide bicycle connections between the Etiwanda Corridor project area and the neighboring communities. The proposed bicycle facilities are all included in the San Bernardino County Non-Motorized Transportation Plan (NMTP) adopted by the San Bernardino County Transportation Authority

(SBCTA) and the proposed project supports several goals and policies of NMTP. **Attachment 3** provides an overview of the proposed improvements.

**ANALYSIS/DISCUSSION:**

On July 11, 2017, the City Council authorized the release of Request for Proposals for professional services related to the necessary design engineering, environmental analysis, and preparation of construction documents for the Etiwanda Corridor project improvements. The Public Works Department prepared Request for Proposals No. 18-007 (the "RFP") to solicit proposals from qualified professional firms to provide the necessary professional services.

On July 17, 2017, RFP No. 18-007 was released with proposals due by August 8, 2017. A copy of the RFP is included as **Attachment 1**. The City advertised the RFP in the San Bernardino County Sun newspaper, posted it on the City's website and distributed it to various plan rooms throughout southern California.

On August 8, 2017, Public Works received five proposals in response to the RFP from the following firms listed in alphabetical order:

- Hernandez, Kroone & Associates; San Bernardino, CA
- KOA Corporation; Ontario, CA
- Psomas, Riverside, CA
- Rick Engineering ; Riverside, CA
- Valued Engineering, Upland, CA

In accordance with state law (California Government Code Section 4526) and Chapter 2.48.440 of the Rialto Municipal Code, City Council must make the selection for professional services on the basis of the firm's demonstrated competence and professional qualifications in accordance with specific evaluation criteria identified in the RFP. Cost was not included in the evaluation criteria for rating the qualifications of these consultants. In addition, the selection process followed the procedures outlined in Chapter 10 of the Caltrans Local Assistance Procedures Manual.

An evaluation panel consisted of a Transportation Commissioner, and two Public Works employees:

- Azzam Jabsheh- City of Rialto Engineer.
- Ted Rigoni- Consultant Engineer to the City of Rialto.
- Dennis Barton- Transportation Commissioner

Based the judgment of the evaluators, a clear ranking of the most qualified firm was established as follows:

1. KOA Corporation.
2. Psomas
3. Rick Engineering.
4. Hernandez, Kroone & Associates
5. Valued Engineering.

Staff recommends selecting KOA Corporation to provide the requested services and a draft Professional Services Agreement (PSA) with KOA Corporation is included as **Attachment 2**. Pursuant to the terms proposed in the PSA, the term of the PSA will be for one year.

Staff recommends awarding the design to KOA Corporation in the amount of \$83,130 based upon the proposal received. KOA Corporation is well versed in providing design services for the Etiwanda Corridor project based on similar design experience in providing similar services to the cities of Highland, Fontana, and Redlands. The KOA Corporation proposal also included additional services beyond the required scope, providing grant administration services and additional assistance with Caltrans submittals. KOA has provided engineering services for the largest public works and transportation planning projects throughout California and eager to provide and start the design services for the Etiwanda Corridor as soon as the contract is executed.

**ENVIRONMENTAL IMPACT:**

Staff will initiate the process with Caltrans, as the lead agency pursuant to the National Environmental Policy Act (NEPA), to make an environmental determination that this project does not individually or cumulatively have a significant impact on the environment as defined by NEPA and is excluded from the requirements to prepare an Environmental Assessment (EA) or Environmental Impact Statement (EIS), and that it qualifies for a Categorical Exclusion in accordance with 23 CFR 771.117(c) pursuant to activity(c)(4).

The project will include a compliance process as required by the Secretary of Resources under Section 21084 of the California Public Resources Code - Guidelines for Implementation of the California Environmental Quality Act (CEQA). This project is expected to be identified as a Class 1 project that does not have a significant effect on the environment, and is declared categorically exempt from the requirement for the preparation of environmental documents under the provisions of CEQA. In accordance with Section 15301 "Existing Facilities", Class 1 projects consist of the maintenance of existing highways and streets and because implementation of a Class II Bike lane project can enhance safety along the subject roadway segments, this project should be considered categorically exempt from CEQA.

**GENERAL PLAN CONSISTENCY:**

This action is consistent with Guiding Principle 3A in the General Plan:

*Our City government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business.*

Approval of this action also complies with the following City of Rialto General Plan Goals and Policies:

**Goal 4-8: Establish and maintain a comprehensive system of pedestrian trails and bicycle routes that provide viable connections throughout the city.**

Policy 4-8.3: Connect school facilities, parks, and other activity nodes within residential neighborhoods with bicycle trails on neighborhood streets.

**LEGAL REVIEW:**

The City Attorney has reviewed and approved the staff report and Professional Services Agreement.

**FINANCIAL IMPACT:**

Funds are budgeted and available in the State ATP Account No. 223-500-4427-3001-160805 in the amount of \$629,098; and in TDA Article 3 Fund 204 Account No. 204-500-7326-3001-160805 in the

amount of \$136,021. The award of professional services agreement to KOA Corporation will be charged to the State ATP Account No. 223-500-4427-3001-160805-01 in the amount of \$80,630 for preparation of Plans, Specifications & Estimate (PS&E) and from Account No.223-500-4427-3001-160805-02 in the amount of \$2,500 for Project Approval & Environmental Document (PA & ED).

#### LICENSING

A Business License application and payment of a Business License tax at the Professional Service rate in the amount of \$154.00 will be paid by the vendor prior to execution of the Professional Service Agreement.

#### **RECOMMENDATION:**

Staff recommends that the City Council Approve a Professional Services Agreement with KOA Corporation, for Design Services of the Etiwanda Corridor, City Project No. 160805 in the amount of \$83,130.