



City of Rialto

Legislation Details (With Text)

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Title: Request City Council to Approve a Professional Services Agreement with Alta Planning and Design and Authorize the Issuance of a Purchase Order in the amount of \$105,097 for a Feasibility Study, Planning Services, and Implementation Support Services for a Proposed Bike Sharing Program, City Project No. 170810.
(ACTION)

Sponsors:

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Attachments: 1. Attachment 1 - RFP -- BIKE SHARING PROGRAM .pdf, 2. Attachment 2-Alta Proposal _Rialto Bike Share_Work Proposal_FINAL.pdf, 3. Attachment 3-PSA.pdf, 4. Disclosure Form.pdf

Date	Ver.	Action By	Action	Result
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For City Council Meeting [August 14, 2018]

TO: Honorable Mayor and City Council

APPROVAL: Ahmad R. Ansari, Interim City Administrator

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

Request City Council to Approve a Professional Services Agreement with Alta Planning and Design and Authorize the Issuance of a Purchase Order in the amount of \$105,097 for a Feasibility Study, Planning Services, and Implementation Support Services for a Proposed Bike Sharing Program, City Project No. 170810.

(ACTION)

BACKGROUND:

The Mobile Source Air Pollution Reduction Review Committee (MSRC), established under Assembly Bill 2766 (AB 2766), funds projects that reduce air pollution from motor vehicles within the South Coast Air Quality Management District (SCAQMD) in Southern California. The SCAQMD governs a geographic region that includes all of Orange County and portions of Los Angeles, Riverside and San Bernardino counties.

On May 1, 2015, the MSRC announced the availability of Clean Transportation Funding to cities and counties within the SCAQMD service area under the Local Government Match Program. The MSRC Match Program offers to co-fund clean air projects that leverage Motor Vehicle Registration Fee Subvention Funds, commonly referred to as AB 2766 Subvention Funds. All cities within Southern California AQMD jurisdiction are eligible to use match grant funds to meet the requirements of federal and state clean Air Acts and for implementation of motor vehicle emission reduction measures.

On November 6, 2015, the MSRC approved funding for the project in the amount of \$463,216 with the City providing matching funds from two other fund sources: (1) AB 2766 Subvention Funds in the amount of \$251,548 and (2) \$316,849 from other City funds related to the Etiwanda Corridor Project as an in-kind match. Council accepted the grant on March 27, 2018 (Tab 6).

The table below summarizes the funding elements for the MSRC project.

Project Element	Maximum AB2766 Discretionary Funds payable under this Contract	AB2766 Subvention Funds Applied	Other Funds Applied to Match	Total Cost
Implement Pedestrian Improvements	\$218,708	\$85,013	\$316,849	\$620,570
Implement Bike Sharing Program	\$244,508	\$166,535	\$0	\$411,043
Totals	\$463,216	\$251,548	\$316,849	<u>\$1,031,613</u>

The two aspects of the MSRC Local Government Match Program Grant will have separate work programs and delivery schedules.

1. Pedestrian Access Projects will encourage pedestrian traffic along the Etiwanda Avenue, Baseline Road, Maple Avenue, Riverside Avenue and Pepper Avenue by:

- Adding three signalized pedestrian intersections with accessible pedestrian signals and rapid rectangular flashing beacons;
- Re-striping 36 high-visibility crosswalks;
- Installing 70 ADA compliant curb ramps;
- Constructing 1,175 linear feet of new sidewalk.

2. Implementation of Bike Sharing Program includes:

- Conduct feasibility study to determine the viability of the program and to identify types of services and appropriate locations for docking stations/bicycle racks.
- Devise proposed plan for tracking use of bicycles.
- Conduct outreach to enroll ridership through employers rideshare programs to have employees ride the final one to three miles to work at least one day per week.
- Install automated bicycle docking stations or other similar technology with 15-bicycle capacity at the Metrolink Station and two additional locations yet to be determined through the feasibility study. This also includes purchase of bicycles, helmets, lighting and locks compatible with the docking station or other proposed bike share service.
- Install 5 commercial-grade bicycle racks, each with a 9-bicycle capacity, at 5 locations (workplace and/or public facility) within Rialto.

- Coordinate training and education for participants.
- Launch the program.
- Continue the program implementation for 20 months, including maintenance and re-deployment of bicycles as necessary.
- Provide incentives to employers with employees hitting ride-mile benchmarks for a maximum of 12 months.

ANALYSIS/DISCUSSION:

On March 27, 2018, the City Council authorized the release of Request for Proposals (RFP) for the development of the Feasibility Study and Planning and Implementation of a Proposed Bike Sharing Program. On April 5, 2018, the City releases RFP No. 18-035 with proposals due by May 3, 2018. A copy of the RFP is included as **Attachment 1**. The City advertised the RFP on the City's website and posted it on Planetbids.

On May 3, 2018, Public Works received one proposal in response to the RFP from Alta Planning and Design of Los Angeles, California. A copy of the Alta Planning and Design proposal is included as **Attachment 2**.

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.

A panel evaluated the proposal received consisted of three Public Works employees:

- Azzam Jabsheh - City of Rialto Engineer.
- Katie Nickel - City of Rialto Program Coordinator.
- Rudy Victorio - City of Rialto Engineering Assistant.

Based on the judgment of the evaluators, it was clear from past similar experience and company qualifications that Alta Planning and Design is qualified to prepare the Feasibility study for the bike-sharing project.

Staff recommends selecting Alta Planning and Design to provide the requested services in the amount of \$105,097. A Professional Services Agreement (PSA) with Alta Planning and Design is included as **Attachment 3**. The proposed term for the PSA will be for 3 years.

The bike sharing program opportunity provided in the MSRC grant will be the first one implemented in San Bernardino County. Using bicycles as a means of transportation has grown in popularity as many communities work to create more balanced transportation systems by implementing measures and improvements that support bicycle travel on streets and highways. According to San Bernardino County Transportation Authority's (SBCTA) 2010 Non-Motorized Transportation Plan (NMTP), statistics for Rialto's total commute trips in 2009 is 31,540 with the percent of trips by bicycle at 0.17%. The total number of commuter trips in the county is 548,995 with the percent of trips by bicycle at 0.40%. It would be a significant achievement for Rialto and the County to double its bicycle commuting percentage over the next 20 years. The nearest cities who have implemented bike-

sharing programs are the City of Riverside and City of Pasadena - LA Metro in 2017.

The consultant scope of work includes the following tasks:

1. Project Management, Grant Administration, and Meetings.
 - 1.1 Kick-off Meeting
 - 1.2 On-going Meetings and Communications
 - 1.3 Project Advisory Committee
2. Feasibility Analysis
 - 2.1 Define Goals and Objectives
 - 2.2 Local Context Analysis
 - 2.3 Bike Share Technology
 - 2.4 Feasibility Analysis Technical Memo
 - 2.5 Social Equity Plan
 - 2.6 Outreach and Incentive Plan
3. Planning
 - 3.1 Define System Parameters
 - 3.2 Business Plan Developments
 - 3.3 Site Plans and Permitting
 - 3.4 RFP Development
 - 3.5 City Council Presentation
 - 3.6 Final Report

As an optional task, City staff will determine during the preparation of the feasibility study whether it is necessary for Alta Planning and Design to continue providing support services for program implementation, based on the following tasks:

- Procure Bike share equipment and operator
- Implement outreach and Incentive Plans
- Bike Share Training and Education
- On-Going Monitoring and Support

Alta Planning and Design submitted an optional task for the implementation phase of the Bike Share program at an additional cost of \$63,735. Once the City decides on its implementation strategy, then staff will review the optional tasks with Alta and if there is a recommendation to continue, staff will bring an amendment to the City Council for approval.

The term for the MSRC grant is 41 months (almost 3-1/2 years) from the date of execution of the contract by both the City of Rialto and MSRC. Since the two components (Pedestrian Access Projects and the Implementation of Bike Sharing Program) of the grant involve different scopes of work, there will be two parallel diverse schedules implemented to deliver the objectives of the grant within the 41-month period.

ENVIRONMENTAL IMPACT:

The request is not a "Project" as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a "Project" means the whole of an action, which has a potential for

resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. According to Section 15378(b), a Project does not include: (5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

GENERAL PLAN CONSISTENCY:

The City of Rialto has outlined key Goals and Objectives through which the City looks to minimize congestion on the local road network, create opportunities and incentives for people to avoid use of their cars for short trips and maintain a circulation system that supports local businesses' needs. These efforts will contribute to reductions in greenhouse gas emissions pursuant to State mandates.

Goal 2-35: Reduce air pollution emissions from both mobile and stationary sources in the City.

Goal 2-37: Expand public awareness regarding air pollution sources and pollutant reduction initiatives.

Policy 2-37.1: Encourage and publically recognize innovative approaches that improve air quality.

Policy 2-37.2: Encourage the participation of environmental groups, the business community, civic groups, special interest groups, and the general public in the formulation and implementation of programs that effectively reduce air pollution.

Goal 2-38: Mitigate against climate change.

Policy 2-38.1: Provide enhanced bicycling and walking infrastructure, and support public transit, including public bus service, the Metrolink, and the potential for Bus Rapid Transit (BRT).

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

Policy 4-8.5: Require major developments to include bicycle storage facilities, including bicycle racks and lockers.

Goal 4-9: Promote Walking

Policy 4-9.1: Install sidewalks where they are missing, and make improvements to existing sidewalks for accessibility purposes. Priority should be given to needed sidewalk improvement near schools and activity centers. Provide wider sidewalks in areas with higher pedestrian volumes.

Policy 4-9.3: Provide pedestrian-friendly and safety improvements, such as crosswalks and pedestrian signals, in all pedestrian activity areas.

LEGAL REVIEW:

The City Attorney has reviewed and approved this staff report, agreement and resolution.

FINANCIAL IMPACT:

Operating Budget Impact

The proposed action will not affect the Operating Budget.

Capital Improvement Budget Impact

Project funding for the Bike Sharing Program is from the following funds:

MSRC Bike Share Program	Budget
SCAQMD AB2766 Acct No .226-500-7911-3001	\$ 166,535.00
SCAQMD MSRC Grant Acct No. 226-500-7915-3001	\$ 244,508.00
Total Sources of Funds	\$ 411,043.00

The City will fund the PSA with Alta Planning and Design for \$105,097 from the following funding:
226-500-7915-3001-170810-01

Licensing

A Business License tax at the Professional Service rate for \$154 will be paid by the consultant prior to execution of the Professional Service Agreement.

RECOMMENDATION:

Staff recommends that the City Council:

- Approve a Professional Services Agreement with Alta Planning and Design for the development of the Feasibility Study, Planning and Implementation of a Proposed Bike Sharing Program, City Project No. 170810.
- Authorize the Issuance of a Purchase Order in the amount of \$105,097 for the development of the Feasibility Study, Planning and Implementation of a Proposed Bike Sharing Program, City Project No. 170810.