



Legislation Details (With Text)

File #: 2020-119 **Version:** 1 **Name:**

Type: Consent **Status:** Agenda Ready

File created: 2/24/2020 **In control:** City Council

On agenda: 3/4/2020 **Final action:**

Title: CONSIDERATION OF A CONTRACT SERVICES AGREEMENT WITH KOA CORPORATION TO PROVIDE ENGINEERING SERVICES TO DESIGN BIKE LANES ON UNIVERSITY DRIVE, AVALON BOULEVARD, CENTRAL AVENUE, DEL AMO BOULEVARD, AND 223RD STREET - PROJECT NO. 1452 [FEDERAL AID PROJECT NO. HSIPL-5403(026)] (CITY COUNCIL)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Exhibit No. 1 - Location Map.pdf, 2. Exhibit 2 - contract.pdf, 3. Exhibit No. 3 - Reso 20-047.pdf

Date	Ver.	Action By	Action	Result
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Report to Mayor and City Council

Wednesday, March 04, 2020

Consent

SUBJECT:

CONSIDERATION OF A CONTRACT SERVICES AGREEMENT WITH KOA CORPORATION TO PROVIDE ENGINEERING SERVICES TO DESIGN BIKE LANES ON UNIVERSITY DRIVE, AVALON BOULEVARD, CENTRAL AVENUE, DEL AMO BOULEVARD, AND 223RD STREET - PROJECT NO. 1452 [FEDERAL AID PROJECT NO. HSIPL-5403(026)] (CITY COUNCIL)

I. SUMMARY

The City of Carson was awarded a Highway Safety Improvement Program (HSIP) grant to design and install bike lanes on various streets throughout the City. (Exhibit No.1) The HSIP provides \$1,250,000.00 in grant funds for both the design and construction of bike lanes on University Drive, Avalon Boulevard, Central Avenue, Del Amo Boulevard, and 223rd Street.

Specifically for the design phase of this project, federal funds from Caltrans in the amount of \$134,400.00 and South Coast Air Quality Management District (SCAQMD) funds of \$45,000.00 are available.

A Request for Proposals (RFPs) was issued on October 17, 2019 and bids were due on

November 13, 2019. Two conforming proposals were submitted and KOA was the top ranked firm. A contract was prepared and is provided as an attachment (Exhibit No. 2) for a not-to-exceed amount of \$149,285.06.

The Caltrans Local Assistance Procedures Manual (LAPM) provides fiscal and federal provisions that are required in all federal-aid funded contracts and the City's standard form contract was amended significantly to adhere to these requirements.

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE a Contract Services Agreement with KOA Corporation for the preparation of construction plans, specifications, and estimates for Project No. 1452 [Federal Aid Project No. HSIPL-5403(026)], for a negotiated fee not-to-exceed \$149,285.06.
2. AUTHORIZE the Mayor to execute the contract following approval as to form by the City Attorney.
3. ADOPT Resolution No. 20-047, "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2019-20 BUDGET IN THE GENERAL FUND."

III. ALTERNATIVES

TAKE another action the City Council deems appropriate, consistent with the requirements of the law.

IV. BACKGROUND

Project No. 1452 will provide new bike lanes on five major streets in Carson.

1. University Drive from Avalon Boulevard to Wilmington Avenue.
2. Avalon Boulevard from Victoria Street to the south city boundary.
3. Central Avenue from the north city boundary to Del Amo Boulevard.
4. Del Amo Boulevard from the east city boundary to the west city boundary.
5. 223rd Street from the east city boundary to Lucerne Street.

The project is primarily funded by a federal grant that is administered by Caltrans.

Staff solicited proposals from qualified firms to provide the necessary professional engineering services. Two firms submitted proposals which staff screened, reviewed, evaluated, and scored using the solicitation criteria.

The evaluations and rankings were performed without regard to the consultant fee in accordance with Section 4526 of the Government Code which states, in part, "... selection

by a state or local agency head for professional services or private architectural, engineering, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications for the satisfactory performance of the services required.” This section was written into the Government Code to prevent selection of consultants based solely on fees.

The proposals were ranked as follows:

Ranking	Consultant/Firm Name	Location
1	KOA Corporation	Orange, CA
2	TJKM Transportation Consultants	Pleasanton, CA

Staff determined that KOA was the most knowledgeable, most qualified and most responsive firm.

KOA will have six months from the notice to proceed to complete the scope of work as outlined in the contract and work plan. Coast Surveying is a sub consultant to KOA and they will perform the associated aerial surveys.

In addition to the typical engineering work that occurs on roadway projects (project management/administration and preparation of the plans, specifications, and estimates (PS&Es)), KOA will need to provide funding administration support, coordinate with other agencies, and provide construction support services. It should also be noted that per the City’s approved Bike Master Plans, road diets are proposed on segments of Avalon Boulevard and segments of Central Avenue, and KOA will be required to conduct traffic studies to determine feasibility of this proposal

As part of their work plan, KOA will also be required to hold two community workshops and present their finding and recommendations to the City Council for consideration.

The accomplished and anticipated timeline for this project is as follows:

Release RFP	Complete
Evaluate Technical Proposals	Complete
Award Consultant Contract	March 4, 2020
Issue PO / Notice to Proceed	May 2020
Complete PS&Es	Six months from the Notice to Proceed
Caltrans ROW Certification & Arrange for material testing (if needed)	Nov. 2020
Caltrans issuance of authorization to proceed with construction (E-76)	January 2021
City Council Approval of PS&E	February 2021

Advertise for Construction Bids	March 2021
City Council Award of Contract	April 2021
Construction	May - October 2021
Accept Project as Complete / Close-out	November - December 2021

V. FISCAL IMPACT

A Program Supplement Agreement with Caltrans was previously executed and provides the mechanism for the City of Carson to be reimbursed by Caltrans for an amount not-to exceed \$134,400.00.

AB2766 funds in the amount of \$45,000.00 have already been budgeted.

Approval of Resolution No. 20-047 is an administrative function that allows the Finance Department staff to move funds from one account to another (Exhibit No. 3).

VI. EXHIBITS

1. Location Map (pg. 5).
2. Contract Services Agreement with KOA Corporation (pgs. 6-62).
3. Resolution No. 20-047 (pgs. 63-64).

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