



# CITY OF CARSON

## Legislation Text

File #: 2022-419, Version: 1

### Report to Mayor and City Council

Tuesday, July 05, 2022

Consent

#### **SUBJECT:**

**CONSIDER APPROVAL OF A CONTRACT SERVICES AGREEMENT WITH KOA CORPORATION TO PREPARE A STUDY AND ANALYSIS FOR PROJECT NO. 1658: LOCAL ROADWAY SAFETY PLAN (CITY COUNCIL)**

#### **I. SUMMARY**

The Public Works Department released Request for Proposal (RFP) 22-004 to engage a qualified consultant to provide professional services for Project No. 1658: Local Roadway Safety Plan (LRSP) (Exhibit No.1). A LRSP is a road safety planning document that provides a holistic analysis of vehicle, pedestrian, and bicycle crash data, and provides a roadmap for implementation of safety improvements. It is required that all state, county, and local agencies adopt a plan to be eligible to receive Highway Safety Improvement Program (HSIP) grant funds. These funds are used for planning documents, preliminary engineering documents, and construction improvements to mitigate safety-related issues at intersections and roadways.

The RFP to provide professional services was advertised on Planet Bids from February 2022 to March 29, 2022. Six firms submitted their proposals, the proposals were reviewed, and the firms were placed on a ranking list. The top ranked and most qualified firm was determined to be KOA Corporation.

It is requested that the City Council approve the Contract Services Agreement with KOA Corporation for Project No. 1658: Local Roadway Safety Plan. A contract was prepared and is provided as an attachment (Exhibit No. 2), for a not-to-exceed amount of \$78,013.32.

#### **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE a Contract Services Agreement with KOA Corporation for Project No. 1658: Local Roadway Safety Plan (LRSP) for a not-to-exceed amount of \$78,013.32.
2. AUTHORIZE the Mayor to execute a Contract Services Agreement following approval

as to form by the City Attorney.

### **III. ALTERNATIVES**

1. REJECT all bids.
2. TAKE another action the City Council deems appropriate.

### **IV. BACKGROUND**

Project No. 1658: Local Roadway Safety Plan (LRSP) is included in the City's Capital Improvement Program (CIP) list. The project consists of analyzing collision and traffic data, selecting emphasis areas, developing safety strategies and countermeasures, and preparing and adopting the final plan. The LRSP will play a critical role in addressing traffic collision risks and may identify specific or unique conditions that contribute to traffic collisions within the City. The LRSP will provide the City the opportunity to proactively correct high collision or problem locations and prevent local road fatalities and injuries. The final plan will recommend proven countermeasures and provide a structured and realistic set of responses that implement changes over time. The LRSP will integrate engineering, enforcement, education, and emergency service strategies, and identify road safety partners that could sustain a long-term safety effort.

The City of Carson was awarded a grant fund from the State of California to develop a Local Roadway Safety Plan (LRSP). The City adopted a Resolution and executed an Agreement with the State of California obligating a grant of up to \$72,000 in LRSP State funds for the traffic safety analysis, and it requires a local city match of \$8,000.00.

In light of the need to retain the services of a consulting firm which has full knowledge of and extensive experience in preparing the study and plan, the Engineering Services Division staff released an RFP on February 2022. The RFP was advertised from February 2022 to March 29, 2022. Six firms submitted proposals which staff screened, reviewed, evaluated, and scored using the selection criteria required under the Caltrans Local Assistance Procedure Manual (LAPM). A contract was prepared and is provided as an attachment (Exhibit No. 2), for a not-to-exceed amount of \$78,013.32. The proposals were ranked as follows:

<b>Ranking</b>	<b>Consultant/Firm Name</b>	<b>Place of Business</b>
<b>1</b>	KOA Corporation	Culver City, CA
<b>2</b>	ADVANTEC Consulting Engineers, Inc.	Irvine, CA
<b>3</b>	Kimley-Horn and Associates, Inc.	Los Angeles, CA
<b>4</b>	Fehr & Peers	Long Beach, CA
<b>5</b>	MINAGAR & Associates, Inc.	Laguna Hills, CA
<b>6</b>	General Technologies and Solutions (GTS), LLC.	Los Angeles, CA

The evaluations and rankings for the selection of the consulting firm were performed without regard to the consultant fee in accordance with Section 4526 of the Government Code. Section 4526 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. Carson Municipal Code Section 2611(c) essentially sets out the same standard for award of professional services.

The selection team ranked KOA Corporation as the most qualified firm for this project. KOA is a highly experienced company which has specialized in providing the services the City needs. Their team is ready to provide the City with the expertise required to successfully and effectively complete the LRSP. Staff determined that KOA Corporation was the most knowledgeable, qualified, competent, and responsive firm. Its proposed fee of \$78,013.32 is also fair and reasonable.

KOA Corporation will have three months from the issuance of the notice to proceed to complete the study and analysis although the contract term will be six (6) months to allow for unanticipated delays. This project will evaluate the citywide roadway network using a defined set of criteria to prioritize and identify safety projects for future HSIP funding consideration. A broad safety analysis will be conducted for the entire City to identify intersections and roadway segments that have hotspots with high concentrations of collisions. Also, this analysis will identify intersections and roadways with a past history of fatal and severe injury collisions.

Staff, therefore, recommends the approval of a Contract Services Agreement with KOA Corporation to provide the professional services for this project for a not to exceed amount of \$78,013.32.

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

Release RFP	Completed
Evaluate Technical Proposals	Completed
Award of Services Agreement Contract	July 2022
Issue PO / Notice to Proceed	August 2022
Complete Analysis with Final Report	November 2022

## **V. FISCAL IMPACT**

There is no impact to the General Fund. Funds were included in the FY 2022/23 budget in Fund 220 (FEDHWY) for Project 1658 in account 220-80-820-904-6004 for \$80,000.00.

## **VI. EXHIBITS**

1. RFP No. 22-004 (pgs. 5 - 16)

2. Contract Services Agreement (pgs. 17 - 53)

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