



CONSENT CALENDAR

Agenda Item # 2

AGENDA REPORT SUMMARY

Meeting Date: January 9, 2018

Subject: Professional Services Agreement: School Route Projects TS-01042, TS-01044, TS-01045, TS-01046, TS-01047 and TS-01054

Prepared by: Aruna Bodduna, Transportation Services Manager

Reviewed by: Susanna Chan, Public Works Director

Approved by: Chris Jordan, City Manager

Attachment(s):

1. None

Initiated by:

City Council – CIP Projects TS-01042, TS-01044, TS-01045, TS-01046, TS-01047, TS-01054

Previous Council Consideration:

None

Fiscal Impact:

\$95,420 – Funded by six school route projects listed above, included in the Capital Improvement Program.

Environmental Review:

Not applicable – Project Environmental Review will be conducted in Design Development phase of the project.

Policy Question(s) for Council Consideration:

- None

Summary:

- On October 20, 2017 City released a request for proposals for engineering design services
- City received one proposal from CSG Consultants
- Upon staff review of the proposal, CSG Consultants was recommended for awarding the project

Staff Recommendation:

Move to authorize the City Manager to execute a professional services agreement between the City of Los Altos and CSG Consultants in an amount not to exceed \$95,420 for design services for the CIP projects TS-01042, TS-01044, TS-01045, TS-01046, TS-01047, TS-01054



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Purpose

Authorize the City Manager to execute a professional services agreement between the City of Los Altos and CSG Consultants in an amount not to exceed \$95,420 for design services for the CIP projects TS-01042, TS-01044, TS-01045, TS-01046, TS-01047, TS-01054.

Background

School Route Projects, TS-01042, TS-01044, TS-01045, TS-01046, TS-01047, TS-01054 were approved in Fiscal Year 2016/17 Capital Improvement Plan. Project description for each of these projects is included below.

Project Description

- 1) Los Altos Avenue/West Portola Avenue Crosswalk Improvements (TS-01042) – Improvements at this location consist ADA ramps, flashing stop signs and high visibility crosswalk markings.
- 2) El Monte Avenue Walkway Improvement (TS-01044) – This project includes sidewalk repair and walkway expansion/development on El Monte Avenue between Foothill Expressway and Cuesta Drive. Sidewalks/walkways are inconsistent in this area.
- 3) Covington Road at Riverside Avenue Pedestrian Improvements (TS-01045) – Improvements at this location include reducing crossing distance for pedestrians across Riverside Avenue either by adding a median refuge area or striping enhancements to reduce crossing distance.
- 4) Springer Road/Fremont Avenue Pedestrian Improvements (TS-01046) – Improvements at this location include minor intersection reconfiguration to improve connection to the Berry Avenue path.
- 5) Grant Road/Morton Avenue Pedestrian Improvements (TS-01047) – Improvements at this location include ADA ramps and high visibility crosswalk markings.
- 6) Crosswalk Improvements at St. Joseph Avenue and Deodara Drive (TS-01054) – Improvements at this location include ADA ramps and high visibility crosswalk markings.

Discussion/Analysis

On October 20, 2017, City released a request for proposals for engineering design services for above identified six school route projects. The proposal includes field investigation, preparation of design plans, contract documents, public outreach meetings, bid support and construction support. One proposal from CSG Consultants was received. Staff negotiated the contract amount with the



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consultant to better align with the scope of work and the budget. Based on the firm's experience with similar projects, staff recommends awarding the project to CSG Consultants with the negotiated amount of \$95,420.

Options

- 1) Authorize the City Manager to execute a professional services agreement between the City of Los Altos and CSG Consultants in an amount not to exceed \$95,420 for design services for the CIP projects TS-01042, 01044, 01045, 01046, 01047, 01054.

Advantages: Project design and development will proceed in accordance with the schedule presented CIP to be ready for summer 2018 construction.

Disadvantages: None

- 2) Do not authorize the execution of a professional services agreement for the design.

Advantages: None

Disadvantages: Not authorizing the execution of the contract will result in delays to the project

Recommendation

The staff recommends Option 1.