

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: GRANT BAILEY, ASSOCIATE CIVIL ENGINEER
TRANSPORTATION AND PUBLIC WORKS
SUBJECT: ADOPTION OF CALIFORNIA DEPARTMENT OF
TRANSPORTATION LOCAL ASSISTANCE PROCEDURES
MANUAL CHAPTER 10 POLICIES AND PROCEDURES AND
APPROVAL OF PROFESSIONAL SERVICES AGREEMENT –
PROFESSIONAL DESIGN AND RIGHT OF WAY SERVICES FOR
HIGHWAY 101 BICYCLE AND PEDESTRIAN OVERCROSSING
PROJECT

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Transportation and Public Works Department that the Council, by two resolution(s): 1) adopt California Department of Transportation (Caltrans) Local Assistance Procedures Manual (LAPM) Chapter 10 policies and procedures for state and federal funded projects; and 2) approve a Professional Services Agreement (PSA) with BKF Engineers, of Santa Rosa, CA, to provide professional design and right of way services for the preliminary engineering (PE) phase of the Highway 101 Bicycle and Pedestrian Overcrossing project, in the amount of \$3,842,952.00.

EXECUTIVE SUMMARY

This motion will adopt Caltrans Local Assistance Procedures Manual Chapter 10 policies and procedures and approve a Professional Services Agreement to provide engineering design and right of way services for the preliminary engineering phase of the Highway 101 Bicycle and Pedestrian Overcrossing project. This project is partially funded by Federal Highway Administration grant funds; adoption of Caltrans LAPM Chapter 10 policy and procedures is necessary to be eligible for project cost reimbursement. This resolution supports Council Goal 5 by investing in and sustaining infrastructure and transportation. The bicycle & pedestrian overcrossing would close a gap in east-west bicycle and pedestrian travel in the Santa Rosa Junior College (SRJC) area caused by US-101 and improve accessibility to alternative transportation facilities, such as Sonoma Marin Area Rail Transit (SMART).

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BACKGROUND

1. In November 2010, the Feasibility Study for this project was accepted by Council that determined a planning concept and scope identifying the type of facility as well as other features relating to the location and length of the proposed crossing.
2. The Project Initial Document (PID), prepared by Steven Grover & Associates, was completed in September 2016. The PID evaluated design alternatives and developed project evaluation documentation for Caltrans' review and approval.
3. In September 2016 the City Council, by Resolution 28859, approved Cooperative Agreement No.04-2617 between the State of California and the City of Santa Rosa authorizing Caltrans to provide Independent Quality Assurance for the Project Approval and Environmental Document (PA&ED) phase for the Highway 101 Bicycle and Pedestrian Overcrossing.
4. In June 2017 the City Council, by motion, approved Project Work Order A010019-2016-01 with BKF Engineers for the Project Approval and Environmental Document (PA&ED) phase for the Highway 101 Bicycle and Pedestrian Overcrossing.
5. In September 2020 the City Council, by resolution, approved a cooperative agreement between Caltrans and the City for independent quality management assessment during the preparation of the project plans, specifications and estimate (PS&E) phase for the Highway 101 Bicycle and Pedestrian Overcrossing. The Cooperative Agreement defines the roles and responsibilities of the two parties and delegates the authority to the City to be the Implementing Agency in the development of the PS&E work.
6. Caltrans is expected to adopt the Final Environmental Document by January 2021. Upon adoption of the Final Environmental Document, the Project will be ready to proceed to the preliminary engineering phase and produce construction plans.

PRIOR CITY COUNCIL REVIEW

On May 12, 2008, the City Council, by Resolution No. 27078, approved Cooperative Funding Agreement No. M71406 with Sonoma County Transportation Agency (SCTA) to provide \$50,000.00 in funding to the City for the feasibility study of the Santa Rosa Bicycle and Pedestrian Overcrossing at Highway 101.

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On November 30, 2010, the City Council, by Resolution No. 27774, accepted the Santa Rosa Bicycle and Pedestrian Bridge Feasibility Study prepared by Steven Grover & Associates.

On November 15, 2011, the City Council adopted Resolution No. 28013, approving the Cooperative Agreement between Caltrans and the City of Santa Rosa for completion of the Project Initiation Document for the Santa Rosa Junior College Pedestrian and Bicycle Overcrossing on US Highway 101.

On September 1, 2015, the City Council, by Resolution No. 28681, approved the first amendment to Cooperative Agreement M71406 between SCTA and the City of Santa Rosa, making available a total of \$250,000.00 of Measure M funding for the proposed Bike-Pedestrian Access across Highway 101 project.

On June 15, 2016, the City Council, by Resolution No. 28801, approved the Budget for the City of Santa Rosa for Fiscal Year 2016-17, which included \$500,000.00 for the preparation of US Highway 101 – Bicycle and Pedestrian Bridge Project Approval and Environmental Documentation (PA&ED) phase.

On September 13, 2016, the City Council, by Resolution No. 28859, approved Cooperative Agreement No.04-2617 between the State of California and the City of Santa Rosa authorizing Caltrans to provide Independent Quality Assurance for the Project Approval and Environmental Document (PA&ED) phase for the US Highway 101 – Bicycle and Pedestrian Overcrossing.

On June 20, 2017, the City Council, by motion, approved Project Work Order A010019-2016-01 in the not-to-exceed amount of \$907,559.00 with BKF Engineers for the Project Approval and Environmental Document (PA&ED) phase for the US Highway 101 – Bicycle and Pedestrian Overcrossing.

On March 20, 2018, the City Council, by motion, approved Amendment No. 1 to Project Work Order with BKF Engineers to evaluate an additional project location, the Range Avenue-Bear Cub Way alignment, for the Project Approval and Environmental Document (PA&ED) phase for the US Highway 101 – Bicycle and Pedestrian Overcrossing, increasing the contract amount by \$379,344.00, for a total amount of \$1,286,903.00.

On July 21, 2020, the City Council provided input on the draft environmental document for the Bicycle and Pedestrian Overcrossing.

On September 15, 2020, the City Council, by Resolution No. RES-2020-151, approved a cooperative agreement between Caltrans and the City of Santa Rosa for independent

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quality management assessment during the preparation of the project plans, specification, and estimate for the improvements to the Highway 101 Bicycle and Pedestrian Overcrossing.

ANALYSIS

The request for proposals (RFP) was released September 29, 2020, to one thousand one hundred ninety-eight (1,198) professional firms, and there were one hundred two (102) prospective bidders. A review board, approved by Assistant City Manager Jason Nutt, was assembled to review proposals. Review board members consisted of following:

City of Santa Rosa
Associate Civil Engineer
Supervising Engineer
Transportation Planner

Sonoma County Transportation Authority
Senior, Programming and Projects

Caltrans
Transportation Engineer

One (1) proposal was received on October 20, 2020.

On November 4, 2020, the City submitted a public interest finding for Caltrans' consideration that would allow the proposal evaluation, selection and negotiation process to proceed. Based on the high level of interest exhibited by eighty-three (83) prospective bidders who downloaded RFP documents, the public interest finding established that re-advertising the request for proposals would not be cost effective nor in the public's best interest. Proceeding with the one proposal received is the most cost-effective approach and in the public's best interest. Caltrans Division of Local Assistance concurred with the City's finding and staff proceeded with the evaluation, selection and negotiation process.

The review board found BKF Engineers and their subconsultant team to possess the required technical expertise, relevant project experience and understanding of the work to be done to successfully deliver the PE phase of this project. The contract amount is \$3,826,039.00, approximately 17% greater than the staff-estimated preliminary engineering costs of \$3,250,000.00. Estimated design completion is December 2022.

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Through this professional services agreement, BKF will deliver:

- preliminary engineering and technical reports
- project plans, specifications and estimate (PS&E)
- right of way engineering
- permit acquisition services
- construction funding planning
- bid phase assistance
- project management for all tasks

Engineering services during construction (ESDC) are not included in this PSA because, without developed project PS&E, it is challenging to accurately estimate the level of effort necessary to provide these services. At approximately the 95% PS&E development phase, an amendment to add ESDC scope to this PSA will be brought to Council for consideration.

A portion of the PE phase is funded through Federal Highway Administration (FHWA) Congestion Mitigation and Air Quality Improvement (CMAQ) funds, administered by Caltrans. To ensure project phase reimbursement, this procurement was carried out in accordance with City Council Policy 600-01, City Code Chapter 3-08, Caltrans Local Assistance Procedures Manual Chapter 10, and all applicable federal regulations. To maintain compliance with Caltrans LAPM Chapter 10 and eligibility to receive federal reimbursement for this phase of the project, it is necessary for Council to adopt the LAPM Chapter 10 policies and procedures.

Final environmental documents have not been certified by the lead agency, which is Caltrans. However, Caltrans has confirmed PS&E work up to the 65% design submittal may proceed under the preliminary engineering (PE) phase authorization, which was requested in October 2020. Environmental document certification and project approval is anticipated to occur well in advance of the 65% PS&E deliverable.

FISCAL IMPACT

The Professional Services Agreement was prepared in accordance with consultant procurement guidelines established by FHWA and Caltrans Local Assistance Procedures as the City will seek federal reimbursement for this project phase. Approval of this contract has no additional impact on the budget. Funds for this project were appropriated in the fiscal year 2020-21, Capital Improvement Program budget.

ENVIRONMENTAL IMPACT

The Highway 101 Bicycle and Pedestrian Overcrossing Project has been reviewed in compliance with the California Environmental Quality Act (CEQA) and an Initial Study/Mitigated Negative Declaration (IS/MND) was prepared and distributed for the required 30-day public review period on June 22, 2020. The Project has also been

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reviewed pursuant to the National Environmental Policy Act (NEPA) and qualifies for a Categorical Exclusion. As the lead CEQA and NEPA agency for this project, Caltrans will certify the final environmental documents and post a notice of determination (NOD). An item to acknowledge certification of the environmental documents and NOD will be brought to Council following Caltrans approval.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – Public Interest Finding
- Attachment 2 – Location Map
- Resolution 1 / Exhibit A – Professional Services Agreement (PSA)
- Resolution 2 / Exhibit A – Caltrans Local Assistance Procedures Manual Chapter 10

CONTACT

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