

**CITY OF OAKLAND
AGENDA REPORT**

OFFICE OF THE CITY CLERK
OAKLAND

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Public Works Agency
DATE: October 25, 2005

2005 OCT 13 AM 8:40

RE: **RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT WITH WOOD RODGERS, INC. FOR AS-NEEDED TRANSPORTATION ENGINEERING SERVICES IN AN AMOUNT NOT-TO-EXCEED TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000.00)**

SUMMARY

A resolution has been prepared authorizing the City Administrator, or her designee, to enter into a professional service agreement with Wood Rodgers, Inc. for as-needed transportation engineering services in an amount not to exceed \$250,000.00. The Public Works Agency, Transportation Services Division will manage this agreement. The Council previously approved similar contracts with six other transportation engineering firms on July 19, 2005.

This agreement is needed for data collection, engineering, planning and design services for various transportation projects in the following areas: Traffic Signals and Intelligent Transportation Systems, Traffic Calming, Pedestrian Access and Safety, Bicycle Access and Safety, Traffic Safety Systems, Roadway Improvements, On-street and Off-street Parking, Environmental Impact Studies, Development Review, and Transit Priority and Bus Rapid Transit.

The as-needed transportation engineering services are consistent with the Fiscal Year 2005-07 Mayor and City Council Goals and Priorities 1A and 2D as follows:

Develop a Sustainable City by maximizing socially and environmentally sustainable economic growth, conserve natural resources, and encouraging and supporting social equity for all Oakland residents. The services will improve traffic, pedestrian and bicycle travel for all residents, supporting conservation of natural resources and social equity.

Build Community and Foster Livable Neighborhoods by providing clean, well-maintained amenities, parks, and recreational facilities. The services will provide for accessible streets and sidewalks.

Staff recommends the approval of this resolution.

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FISCAL IMPACT

Approval of this resolution will authorize a professional services agreement with Wood Rodgers, Inc. for a not-to-exceed amount of \$250,000.00. Including the six contracts awarded in July, 2005, this will bring the total for all seven firms providing as-needed transportation engineering services to \$1.75 million. This agreement is needed for various individual projects funded by Measure B - ACTIA, Measure B – Bicycle Pedestrian Pass-Throughs, California Department of Transportation, Transportation Fund for Clean Air, Transportation Development Act and various other capital improvement funds and grants. Funding for the as-needed agreement will come from these anticipated projects. As a result, approval of this resolution will not require additional appropriation of funds.

BACKGROUND

The Public Works Agency, Transportation Services Division plans, designs, installs and maintains traffic control and calming devices, bicycle and pedestrian facilities, and public parking facilities to meet the multi-modal transportation needs of the City of Oakland. As-needed transportation engineering services are needed to assist the Public Works Agency, Transportation Services Division with projects in the following areas:

- Traffic Signals and Intelligent Transportation Systems
- Traffic Calming
- Pedestrian Access and Safety
- Bicycle Access and Safety
- Traffic Safety Systems
- Roadway Improvements
- On-street and Off-street Parking
- Environmental Impact Studies
- Development Review
- Transit Priority and Bus Rapid Transit

Professional services include, but are not limited to data collection, engineering, planning and design for the project areas listed above.

In November 2004, the Public Works Agency issued a Request for Qualifications (RFQ) to provide these as-needed transportation engineering services for an estimated fee of between \$250,000.00 and \$350,000.00 over two to three years. Notices of the RFQ were sent to 245 local and area transportation engineering, civil engineering and transportation planning firms and organizations, and a legal advertisement appeared in the Oakland Tribune on November 17, 2004. City staff held a pre-submittal meeting for this RFQ on November 24, 2004, and seventeen (17) firms attended. Thirteen (13) firms submitted Statements of Qualifications (SOQs) by the submittal date of December 15, 2004.

The Public Works Agency, Transportation Services Division, evaluated the SOQs based on the following criteria:

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- Presentation, completeness, clarity, organization, and conformance of SOQ to the RFQ content and format requirements.
- Demonstrated ability, based on firm experience and the specific experience of the project manager and proposed team, to provide technical assistance for a broad range of the transportation engineering project areas and services listed in this RFQ.
- Demonstrated ability, based on firm experience and the specific experience of the project manager and proposed team, to provide specialized expertise or resources in any one of the transportation engineering project areas and services listed in this RFQ.
- Prior experience and ability to work with City staff, community groups, and other stakeholders, and translating various requirements and interests into successful projects.
- Availability and depth of staff and resources to deliver quality products on schedule, including work on short notice and under time constraints.
- Ability, based on the project manager's approach to project management and quality control/quality assurance, to successfully manage multiple small, quick turnaround projects.

The top seven (7) firms were ranked in the following order:

1. Kimley-Horn and Associates, Inc., Oakland
2. Korve Engineering Inc., Oakland
3. URS Corp., Oakland
4. DKS Associates, Inc. Oakland
5. Wood Rodgers, Inc., Oakland
6. Dowling Associates, Inc., Oakland
7. HQE Inc., Oakland

Based on the objective criteria above, it was determined that the seven firms are the most qualified to provide as-needed transportation engineering services, and were selected as finalists based on the evaluation of their SOQs. Interviews were determined not to be necessary because all seven firms clearly demonstrated the technical expertise to perform the work required.

In April 2005, the Office of Contract Compliance & Employment Services determined all seven firms to be certified City Local or Small Local Business Enterprises and in compliance with the 20% Local/Small Local Business Enterprise (L/SLBE) Program requirement. In early June 2005, the Contract Compliance & Employment Services Division also determined all firms, with the exception of Wood Rodgers, Inc., to be in compliance with the Equal Benefits Ordinance (EBO). At that time, staff made the decision to continue the agreement process for the remaining six firms because the as-needed transportation engineering services were needed immediately to keep several projects on schedule. This information was presented to the Public Works Committee and City Council in July 2005, and City Council authorized three-year professional service agreements not-to-exceed \$250,000.00 each with all finalists except Wood Rodgers, Inc. on July 19, 2005 under Resolution Numbers 79357 C.M.S through 79361 C.M.S.

Wood Rodgers, Inc. is now EBO compliant and the Contract Compliance & Employment Services Division has also verified that Wood Rodgers, Inc. meets the L/SLBE Program requirements with 75% LBE participation and 15% SLBE participation. The Contract Compliance & Employment Service review memos are provided in Attachment A.

KEY ISSUES AND IMPACTS

The Public Works Agency, Transportation Services Division anticipates the need for as-needed transportation engineering services to complete currently funded traffic calming, traffic signal, bicycle and pedestrian improvement projects in a timely manner. Additionally, mid-year projects that arise throughout the three-year period will most likely require or benefit from the as-needed transportation engineering services. As-needed agreements allow staff to promptly respond to and provide the necessary services in an efficient and timely manner. The agreements will also reduce staff time and costs when compared to an individual project-by-project request for qualification process.

As listed above, Wood Rodger, Inc. was ranked fifth among the seven finalists to provide as-needed transportation engineering services during the Request for Qualifications process. City Council has already approved resolutions authorizing professional service agreements with the other six finalists. At this time, staff is requesting authorization to enter into an agreement with Wood Rodgers, Inc. because the firm has become EBO-compliant and staff anticipates the need for as-needed transportation engineering services from all seven firms.

SUSTAINABLE OPPORTUNITIES

Economic: The agreements will generate business tax, sales tax, and other revenues for the City by those firms who work on the projects. Local businesses will be utilized on the projects and will benefit directly.

Environmental: Projects completed under these agreements will help reduce congestion and air pollution by improving traffic, pedestrian and bicycle travel throughout the City.

Social Equity: Projects completed under these agreements will provide greater accessibility and safety to persons who depend on non-motorized transportation and public transit, such as senior citizens, persons with disabilities, and children, to access jobs, recreational facilities and other services.

DISABILITY AND SENIOR CITIZEN ACCESS

The consultant will be required to design the improvements in compliance with the Americans with Disabilities Act, including provisions for curb ramps and audible and tactile pedestrian signals that will enhance access and safety for both seniors and persons with disabilities.

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RECOMMENDATION AND RATIONALE

Staff recommends that the City Council approve the resolution authorizing the City Administrator, or her designee, to enter into professional service agreement with Wood Rodgers, Inc. for as-needed transportation engineering services in an amount not to exceed \$250,000.00. The agreement is for a three-year period. Wood Rodgers, Inc., the fifth-ranked and remaining of seven finalists, has become EBO-compliant. Staff anticipates that the need for as-needed transportation engineering services from all seven finalists to expedite the completion of transportation projects. The time and costs currently expended in selecting consultants on a project-by-project basis will be reduced.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council approve the resolution.

Respectfully submitted,

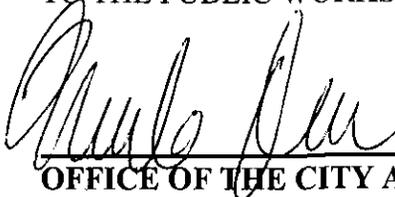


RAUL GODINEZ II, P.E.
Director, Public Works Agency

Reviewed by:
Michael J. Neary, P.E.
Assistant Director, Public Works Agency
Design & Construction Services Department

Prepared by:
Wladimir Wlassowsky, P.E.
Transportation Services Manager

APPROVED AND FORWARDED
TO THE PUBLIC WORKS COMMITTEE:



OFFICE OF THE CITY ADMINISTRATOR

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Attachment A

OFFICE OF THE CITY ADMINISTRATOR

Contract Compliance & Employment Services Division

Memo

TO: Gwen McCormick - Contract Administrator Supervisor
FROM: Deborah Barnes - CC&ES Manager *Deborah Barnes*
DATE: April 21, 2005

RE: Request For Qualification For As Needed Transportation Engineering Services - Consultant Selection

Contract Compliance & Employment Service reviewed seven (7) proposals received in response to the above referenced project. Below is the outcome of our compliance evaluation for the twenty percent (20%) minimum participation requirement and crossed reference each prime consultant with the Equal Benefits Ordinance (EBO) list .

Company Name	Proposed Participation			Preference Points	Banked Credits Eligibility	EBO Compliant? Y/N
	Total LBE/SLBE Percent	LBE	SLBE			
Dowling Associates, Inc.	98.00%	88.00%	10.00%	2%	0%	N
HQE Incorporated	93.00%	3.00%	90.00%	5%	2%	N
Kimley-Horn & Associates, Inc.	100.00%	80.00%	20.00%	4%	0%	Y
DKS Associates	95.00%	75.00%	20.00%	4%	0%	N
Wood Rogers, Inc.	90.00%	75.00%	15.00%	3%	0%	N
URS Corporation	100.00%	80.00%	20.00%	4%	0%	Y
Korve Engineering, Inc.	100.00%	75.00%	25.00%	5%	0%	Y

As noted above, firms that met or exceeded the 20% L/SLBE requirement and are not in compliance with the Equal Benefit Ordinance (EBO) will have to come into compliance prior to contract execution.

Should you have any questions you may Dasco Munoz at 238-7643.

cc: Contract Compliance File

05 APR 22 PM 12:41:57

LBE/SLBE Participation Consultant 5

Project Name: Request For Qualification For As Needed Transportation Engineering Services - Consultant Selection

Project No.: CCO2819		Engineers Est: 250,000.00				Under/Over Engineers Estimate: 0.00						
Discipline	Prime & Subs	Location	Cert. Status	LBE %	SLBE %	Total LBE/SLBE %	Total %	LBE/SLBE Dollars	Total Dollars	For Tracking Only		
										Ethn.	MBE	WBE
PRIME Data Collection Sub	Wood Rogers, Inc.	Oakland	CB	75.00%		75.00%	75.00%	187,500.00	187,500.00	C		
	BayMetrics Enterprise	El Cerrito	UB				10.00%		25,000.00	NL		
	Michelle DeRobertis	Oakland	CB		15.00%	15.00%	15.00%	37,500.00	37,500.00	C		15%
Project Totals				75.00%	15.00%	90.00%	100.00%	225,000.00	250,000.00		0%	15%
Requirements: The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TRUCKING 20%	LBE/SLBE 20%		Ethnicity AA = African American AI = Asian Indian A = Asian Pacific C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed			
Legend				LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise				

Memo

To: Yvette Ortiz
From: Vivian Inman *Vivian Inman*
Date: 6/24/2005
Re: Equal Benefits For Domestic Partners – Compliance Review Wood Rodgers

Per your request, compliance with the Equal Benefits Ordinance for Domestic Partners was reviewed. The firm is:

In Compliance
 Not In Compliance because: .

Please note: Contract Compliance & Employment Services cannot make an EBO determination for this contractor. It is important to note that the form must be completed and signed by an authorized representative of the firm before CC&ES can make any determinations. Please have completed and return for review. Include supporting documentation as illustrated in the attached EBO handbook.

_____ This office will follow up and contact you upon completion of the process. Your compliance contact regarding this matter is: _____ ext. _____

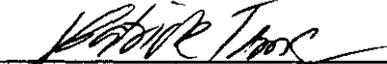
_____ As the department /Agency contact for this contract, please follow up with the contractor/consultant/service provider and collect the following required documents.

- 1.

OFFICE OF THE CITY CLERK
OAKLAND

2005 OCT 13 AM 8:40

Approved as to Form and Legality


Oakland City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

INTRODUCED BY COUNCILMEMBER _____

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT WITH WOOD RODGERS, INC. FOR AS-NEEDED TRANSPORTATION ENGINEERING SERVICES IN AN AMOUNT NOT-TO-EXCEED TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000.00)

WHEREAS, professional services are needed to assist the Public Works Agency, Transportation Services Division with data collection, engineering, planning and design for various transportation projects in the following areas: Traffic Signals and Intelligent Transportation Systems; Traffic Calming; Pedestrian Access and Safety; Bicycle Access and Safety; Traffic Safety Systems; Roadway Improvements; On-street and Off-street Parking; Environmental Impact Studies; Development Review and Transit Priority and Bus Rapid Transit; and

WHEREAS, as-needed services agreements allow the City to respond and provide the necessary services in an efficient and timely manner; and

WHEREAS, the Public Works Agency, Transportation Services Division anticipates that several currently funded transportation projects will utilize the as-needed services agreements; and

WHEREAS, mid-year projects will arise throughout the three-year period and will likely require transportation engineering services; and

WHEREAS, the transportation engineering services will be funded through the various individual projects and funds will be identified prior to the performance of the services; and

WHEREAS, through the City's Request for Qualifications process, Wood Rodgers, Inc. was rated as one of the top-ranked firms to provide the services required; and

WHEREAS, the City Council finds that the services provided pursuant to the agreement authorized hereunder are of a professional, scientific or technical nature and are temporary in nature; and

WHEREAS, the City Council finds that the agreement shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now, therefore be it

RESOLVED: That the City Administrator, or her designee, is hereby authorized to enter into a professional service agreement with Wood Rodgers, Inc. for as-needed transportation engineering services; and be it

FURTHER RESOLVED: That the total amount of the agreement shall be for a not-to-exceed amount of \$250,000.00; and be it

FURTHER RESOLVED: That the term of the agreement shall be for three (3) years and is anticipated to cover the period from August 2005 to August 2008; and be it

FURTHER RESOLVED: That the City Administrator, or her designee, is hereby authorized to approve any subsequent amendments to or extensions of said agreement with the exception of those related to an increase in total compensation or the allocation of funds, provided that such amendments or extensions shall be approved for form and legality by the City Attorney and a copy shall be kept on file with the City Clerk; and be it

FURTHER RESOLVED: That the agreement shall be approved for form and legality by the City Attorney, and a copy shall be kept on file with the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20__

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, AND
PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
Of the City of Oakland, California