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OAKLAND

2017 APR 20 PM 4:41

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Jeffrey Tumlin  
Interim Director, DOT

**SUBJECT:** Bicycle Master Plan Update Contract

**DATE:** April 17, 2017

City Administrator Approval

Date:

4/20/17

## RECOMMENDATION

**Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator Or Designee To Negotiate and Execute A Professional Services Contract For A Total Amount Not To Exceed Six Hundred Thousand Dollars (\$600,000.00) Including A Contingency Of Fifty-Five Thousand Dollars (\$55,000.00) With The Authority To Increase The Contract By (\$200,000.00) If Need Arise And Additional Funding Becomes Available For A Total Amount Not To Exceed Eight Hundred Thousand Dollars (\$800,000.00) With Alta Planning + Design For Professional Services of Planning, Engineering, And Environmental Review For the Bicycle Master Plan Update For A Term of Three (3) Years. Without Return to Council.**

## REASON FOR SUPPLEMENTAL

The purpose of this supplemental report is to provide additional information about the scope of the Bicycle Master Plan Update, the roles of the proposed consultant team recommended by the selection committee, and 2007 Bicycle Master Plan implementation to date, as requested on April 11, 2017 by the Public Works Committee.

The Alta Planning+Design team was the highest ranked team after selection panel interviews. Subject to additional negotiation, the selection panel recommended including the outreach and environmental strategies proposed by TransForm and Rincon Consulting, which were not part of Alta Planning+Design's original team. These teaming changes reflect mutual agreement between the City, the prime, and the subconsultants.

The following table identifies the major tasks identified in the City's request for qualifications, and how the proposed consultant team will support these tasks:

Tasks Identified In RFQ	Consultant Team Role(s)
Project Initiation and Management	Alta Planning+Design (APD), Toole Design Group (TDG)
Introduction and Executive Summary	APD
Existing Conditions	APD, EMC Research

Item: \_\_\_\_\_  
Public Works Committee  
April 25, 2017

<b>Tasks Identified In RFQ</b>	<b>Consultant Team Role(s)</b>
Communications, Outreach, & Public Engagement Strategy	APD, TDG, TransForm (TF)
Policy Recommendations	APD, TDF, TF
Bikeways	APD, TDG, TF
Parking & Support Facilities	APD, TDG
Implementation	APD, TDG
Appendices & Guidelines	APD, TDG
Environmental Analysis	Rincon Consultants, Inc.
Document Formatting	APD, TDG
Evaluation of Data Management	APD, TDG

As indicated in the request for qualifications, the City reserves the right to negotiate the final scope of services and is not be bound by the scope of services presented in the request, nor by the scope of services in the consultant's proposal. Also as indicated in the request, in finalizing the scope of services, the City may request that the consultant add, delete, or replace subconsultants with those from other teams that submitted proposals. Such changes are bound to the City's LBE/SLBE requirements, and the consultant team must be in compliance at the time of contract execution.

Finally, the table below provides additional information regarding progress in implementing the 2007 Bicycle Master Plan to date. This includes a 50% increase in total bikeway miles, triple the number of bicycle parking spaces, and bicycle wayfinding signs installed on almost 60 miles of roadway. Additionally since the 2007 Plan adoption, more than 200 traffic signals have been designed to detect when bicyclists approach.

<b>Date (As of)</b>	<b>Bikeway Miles</b>	<b>Bike Parking Spaces</b>	<b>Bike Signs</b>	<b>Bike-Friendly Traffic Signals</b>
2007	104.1	3,224	0	0
2008	106.5	3,492	26	2
2009	110.8	4,428	26	11
2010	112.1	4,772	125	16
2011	120.7	5,303	209	26
2012	134.3	6,315	345	40
2013	141.2	7,072	415	127
2014	146.4	8,023	476	151
2015	150.6	8,841	518	208
2016	155.1	9,519	571	220

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff recommends that the City Council adopt a resolution authorizing the City Administrator or designee to negotiate and execute a professional services contract for a total amount not to exceed six hundred thousand dollars (\$600,000.00) including a contingency of fifty-five thousand dollars (\$55,000.00) ~~with the authority to increase the contract by two hundred thousand dollars (\$200,000.00) if need arise and additional funding becomes available for a total amount not to exceed eight hundred thousand dollars (\$800,000.00) with Alta Planning + Design for professional services of planning, engineering, and environmental review for the Bicycle Master Plan Update for a term of three (3) years without return to council.~~

For questions regarding this report, please contact Sarah Fine, Senior Transportation Planner, at 510-238-6241.

Respectfully submitted,



JEFF TUMLIN

Interim Director, Department of Transportation

Reviewed by:  
Wladimir Wlassowsky, P.E.  
Interim Assistant Director

Prepared by:  
Sarah Fine  
Senior Transportation Planner

**OAKLAND CITY COUNCIL**\_\_\_\_\_  
City Attorney**RESOLUTION No. \_\_\_\_\_ C.M.S.**

Introduced by Councilmember \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR DESIGNEE TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR A TOTAL AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND DOLLARS (\$600,000.00), INCLUDING A CONTINGENCY OF FIFTY-FIVE THOUSAND DOLLARS (\$55,000.00), ~~WITH THE AUTHORITY TO INCREASE THE CONTRACT BY (\$200,000.00) IF NEED ARISE AND ADDITIONAL FUNDING BECOMES AVAILABLE FOR A TOTAL AMOUNT NOT TO EXCEED EIGHT HUNDRED THOUSAND DOLLARS (\$800,000.00)~~ WITH ALTA PLANNING + DESIGN FOR PROFESSIONAL SERVICES OF PLANNING, ENGINEERING, AND ENVIRONMENTAL REVIEW FOR THE BICYCLE MASTER PLAN UPDATE FOR A TERM OF THREE (3) YEARS ~~WITHOUT RETURN TO COUNCIL.~~**

**WHEREAS**, an adopted Bicycle Master Plan is required for grant funding from many programs including the State's Bicycle Transportation Account and Measure B/Measure BB; and

**WHEREAS**, Bicycle Master Plans must be updated or reaffirmed every five years to ensure eligibility for the State's Bicycle Transportation Account; and

**WHEREAS**, Oakland last reaffirmed its Bicycle Master Plan in 2012; and

**WHEREAS**, the City conducted a qualification process in accordance with Oakland Municipal Code Chapter 2.04.045 to select a planning, engineering, and environmental review consultant team to support the development of a Bicycle Master Plan Update; and

**WHEREAS**, through that competitive process, a staff panel recommended Alta Planning + Design for contract negotiation; and

**WHEREAS**, Alta Planning + Design has met the City's 50% Local/Small Local Business Enterprises (LBE/SLBE) Program requirements and will be in compliance with the Equal Benefits Ordinance (EBO) prior to signing a contract; and

**WHEREAS**, the City Council finds that the services provided pursuant to the agreements 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:** The City Council authorizes the City Administrator Or Designee to negotiate and execute a professional services contract for a total amount not to exceed six hundred thousand dollars (\$600,000.00) including a contingency of fifty-five thousand dollars (\$55,000.00) with the authority to increase the contract by (\$200,000.00) if need and additional grant or reprogrammed funding becomes available for a total amount not to exceed eight hundred thousand dollars (\$800,000.00) with Alta Planning+Design for professional services of planning, engineering, and environmental review for the Bicycle Master Plan Update for a term of three 3 years, ~~without return to council; and be it~~

**FURTHER RESOLVED:** That the City Administrator, or designee, is hereby authorized to approve any subsequent amendments to or extensions of said Agreements, and such other documents as necessary or appropriate, in consultation with the City Attorney's Office, to facilitate implementation of ~~the Bicycle Master Plan Update Project in accordance with and consistent with this Resolution, provided that such documents 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 funds totaling \$600,000 for the contract are available in the Transportation Development Act, Fund (2162); Organization (30275); Project (1000925); and Measure BB, Fund (2216); Organization (30275); Project (1001435). An additional \$200,000 could be allocated for this contract should additional grant or reprogrammed funding become available and need arise. Thus, the City Administrator or designee is authorized to apply for, accept and appropriate grant funding for this contract without returning to the City Council.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN, AND PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_  
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California

2017 APR 20 ~~RESOLUTION~~ RESOLUTION No. \_\_\_\_\_ C.M.S.

Introduced by Councilmember \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR DESIGNEE TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR A TOTAL AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND DOLLARS (\$600,000.00), INCLUDING A CONTINGENCY OF FIFTY-FIVE THOUSAND DOLLARS (\$55,000.00) WITH ALTA PLANNING + DESIGN FOR PROFESSIONAL SERVICES OF PLANNING, ENGINEERING, AND ENVIRONMENTAL REVIEW FOR THE BICYCLE MASTER PLAN UPDATE FOR A TERM OF THREE (3) YEARS.**

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IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN,  
AND PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California