



DATE: May 21, 2019

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Professional Services Agreements
with Alta Planning + Design**

RECOMMENDATION

Authorize the City Manager to execute professional services agreements with Alta Planning + Design, Inc., for various transportation plans and programs in an amount not to exceed \$181,000.

BACKGROUND

On March 15, 2019, the City entered into an agreement with Alta Planning + Design, Inc. (Alta), for \$35,000 to evaluate the City's pilot bike share program to help determine the next steps in implementing a long-term bike share program. Three (3) firms submitted proposals for conducting the bike share pilot evaluation, and a selection committee made up of City staff determined that Alta provided the best proposal.

In December 2018, the City issued a Request for Proposals (RFP) to study potential alignments for a Peninsula Bikeway, a safe and high-quality bicycle corridor from Redwood City to Mountain View. The Peninsula Bikeway is an initiative undertaken by the Managers Mobility Partnership (MMP), a working group of the City Managers of Menlo Park, Mountain View, Palo Alto, and Redwood City and the senior land officials at Stanford, convened and hosted by Joint Venture Silicon Valley, to address shared transportation challenges. The City Managers participating in the MMP agreed that each of the four cities would provide \$25,000 to fund the study, for a total project budget of \$100,000. It was also agreed that Mountain View would be responsible for project management. The RFP was sent to 57 qualified consulting firms. Alta submitted the one proposal received, and a selection committee composed of staff from the four cities evaluated the proposal and determined that Alta was qualified based on the merits of their proposal, experience, and demonstrated competence with similar projects.

On April 4, 2019, the City issued an RFP for services to initiate a new Safe Routes to Schools (SRTS) education and encouragement program in Mountain View. On May 2, 2019, three proposals were received, including one from Alta. The City staff selection committee is currently reviewing the proposals, and award of the contract is expected to occur in early June 2019. The budget for the contract is \$46,000.

ANALYSIS

City Council Policy A-10 requires that the City Council authorize agreements with a consultant when the cumulative total of agreements funded by the General Fund operating budget in a single fiscal year with that consultant exceeds \$100,000.

The funding for the Bike Share Evaluation, Peninsula Bikeway Alignment Study, and SRTS Program is included in the Public Works Department – Transportation Section’s Fiscal Year 2018-19 Operating Budget as limited-period professional/contract services. The current agreement with Alta for the Bike Share Evaluation is for \$35,000. The Peninsula Bikeway Alignment Study contract will be for \$100,000, bringing the cumulative agreements for Alta to \$135,000.

Cost-share agreements with the Cities of Redwood City, Menlo Park, and Palo Alto are in process for the three cities to reimburse Mountain View for their shares of the Peninsula Bikeway Alignment Study, providing \$75,000 of the total \$100,000 project budget. The agreement with Alta for this study will not be executed until the cost-share agreements are fully executed.

It is not yet known if Alta will be selected as the most-qualified proposer for the SRTS Program. It is time-critical to execute an agreement with the selected firm in June so work may begin this summer in preparation for schools to open in August 2019. Staff is requesting authorization for the City Manager to execute agreements with Alta for a not-to-exceed amount of \$181,000, including the \$46,000 for SRTS. If Alta is not the successful proposer, the City will enter into an agreement for the \$46,000 with the selected firm and Alta’s agreements will total \$135,000.

FISCAL IMPACT

Fiscal Year 2018-19 General Fund Non-Operating Fund Account 222103 and General Operating Fund 222283 include sufficient funds for the recommended agreements for a cumulative total of \$181,000. Through the cost-share agreements for the Peninsula Bikeway Alignment Study, the City will be reimbursed for \$75,000 of the costs.

ALTERNATIVES

1. Do not authorize the City Manager to enter into the agreements with Alta for the Peninsula Bikeway Alignment Study and/or SRTS Program.
2. Provide other direction to staff.

PUBLIC NOTICING – Agenda posting.

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