



# COUNCIL REPORT

**DATE:** October 22, 2024

**CATEGORY:** Consent

**DEPT.:** Public Works

**TITLE:** **Interim Pedestrian Mall Improvements (Castro Street Intersection Improvements), Project 23-49— Professional Services Agreement**

## **RECOMMENDATION**

Authorize the City Manager or designee to execute a professional services agreement with Kimley-Horn and Associates, Inc., a North Carolina corporation (Entity No. 1616788), to provide professional design and construction support services for Interim Pedestrian Mall Improvements (Castro Street Intersection Improvements), Project 23-49, in a not-to-exceed amount of \$870,000.

## **BACKGROUND**

Castro Street between West Evelyn Avenue and California Street was temporarily closed to vehicular traffic in June 2020 in response to the COVID-19 pandemic. The closure supported local businesses by facilitating outdoor dining, and it was met with tremendous support from businesses and the community.

On [October 11, 2022](#), Council adopted resolutions making California Environmental Quality Act (CEQA) findings for the pedestrian mall, introduced an ordinance for establishing a pedestrian mall on Castro Street (adopted on [October 25, 2022](#)), and approved a midyear Capital Improvement Program project, Interim Pedestrian Mall Improvements. The establishment of the Castro Street Pedestrian Mall required the traffic control operations at three cross-street intersections to be modified due to elimination of vehicle access on Castro Street. The intersections include California Street, Dana Street, and Villa Street (see Figure 1).



**Figure 1: Castro Street Intersections**

The first phase of intersection improvements at the pedestrian mall intersections was implemented in 2023 and these improvements are still in place. These interim improvements include signal modifications at all three intersections, high-visibility crosswalks at the Dana Street and Villa Street intersections with Castro Street, and decorative fence panels and round bollards to channelize pedestrians to each of the intersections' corners of the marked crosswalks.

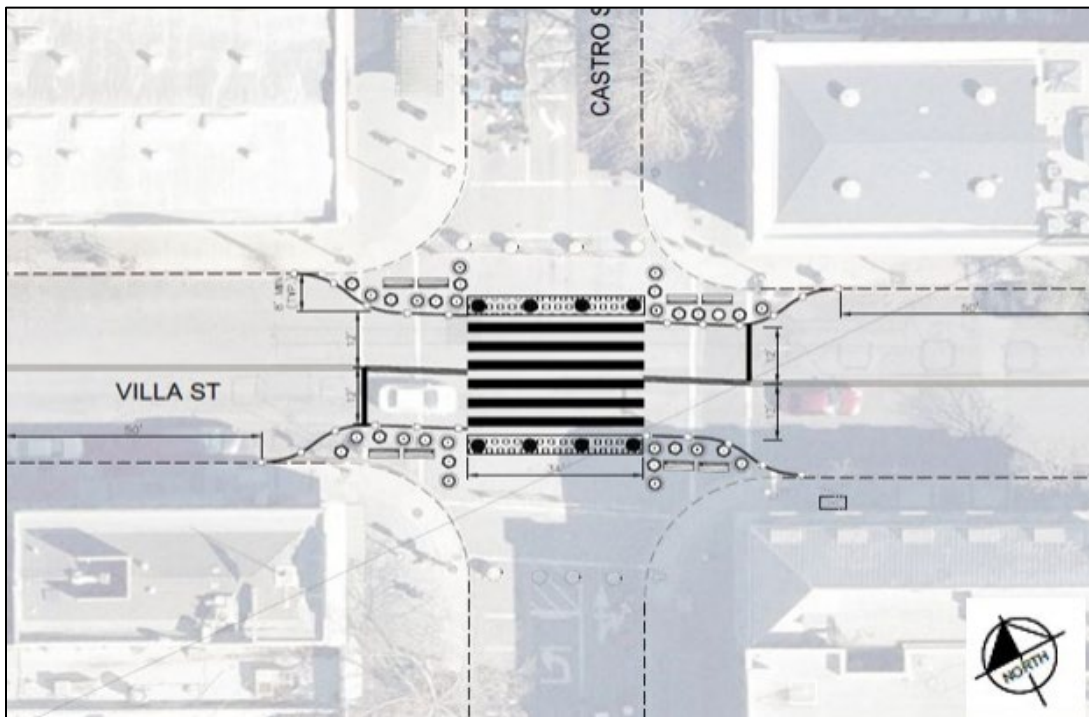
On [March 20, 2023](#), the Council Ad Hoc Subcommittee for the Interim Castro Street Pedestrian Mall considered several pedestrian mall items, including intersection operations at Dana Street and Villa Street. The Ad Hoc Subcommittee recommended that Council approve a modified signal control at the Dana Street and Villa Street intersections for permanent ongoing operations of these intersections.

On [May 9, 2023](#), Council took several actions related to the Downtown Outdoor Patio and Sidewalk Café Program and approved the Ad Hoc Subcommittee's recommendation for a modified signal control at the Dana Street and Villa Street intersections, converting the intersections to a single central pedestrian crossing.

The improvements at Dana Street and Villa Street intersection will include (see Figure 2):

- Removal of the two pedestrian crossings and conversion into single centralized crossings;
- Installation of new vehicle and pedestrian signals, vehicle detection, traffic signal poles with mast arms, and other necessary traffic signal upgrades;

- Modification of street curbs; and
- Installation of a combination of bollards and fencing to funnel pedestrians to new center street crossings.



**Figure 2: Signal-Controlled Intersection Improvements for Castro Street at Dana Street and Villa Street**

Modifications to the Castro Street/California Street intersection traffic circle were also identified to be part of a second phase, though the specifics of those modifications were not identified and will be determined through the design process.

### **ANALYSIS**

In November 2023, staff issued a Request for Qualifications to establish a list of on-call general civil engineering firms to provide design services for future roadway and transportation projects. Eleven (11) proposals were received. A selection committee comprised of Public Works staff evaluated the proposals and reviewed their qualifications. The committee identified a prequalified list of 10 consulting firms. As the need arises, staff can solicit proposals from one or more of the prequalified consultants, using different firms for various projects.

In July 2024, the City sent three firms from the prequalified list a Request for Proposal (RFP) for professional design and construction support services for Interim Pedestrian Mall Improvements (Castro Street Intersection Improvements), Project 23-49. One proposal was submitted from Kimley-Horn and Associates, Inc. (Kimley-Horn). Following staff review, Kimley-Horn was deemed qualified based on the merits of their written proposal, experience in completing similar projects, and understanding of project goals.

The design of the intersections at Villa Street and Dana Street will be utilizing the concept identified in the May 2023 Council report (Figure 2 above). Concept plans for the modifications to the California Street intersection will be developed and shared with stakeholders and various City committees in advance of final design. Staff expects the California Street intersection modifications to be more substantial and include the removal of the traffic circle and signal improvements and be replaced with a reconfigured intersection to allow unsignalized roundabout circulation. As a result, the California Street intersection will impact the project delivery schedule. To advance construction of the Villa Street and Dana Street intersections, the project will be performed in two phases. Phase 1 will include the design and bid package of the Villa Street and Dana Street intersections, and Phase 2 will include the design and bid package of the California Street intersection. Design of Phases 1 and 2 will proceed concurrently, with Phase 1 proceeding first to construction.

The main elements of the scope of services of both phases include:

- Conduct site surveys and investigation, data collection, and design analysis, including environmental clearance;
- Prepare conceptual designs for a roundabout and intersection modifications at California Street;
- Prepare materials for presenting to the community and committees and support staff's outreach efforts;
- Prepare construction bid documents; and
- Provide bidding and construction support.

The recommended fee of \$870,000 for services and contingency is consistent for such services, and staff considers the fee to be fair and reasonable for the scope of work required. If the recommended action is approved by Council, Kimley-Horn will begin design of Phases 1 and 2 in December 2024, and design of Phase 1 is anticipated to be completed in fall 2025 with construction beginning by the end of 2025. Phase 2 conceptual plan, outreach, and design is

expected to be completed in early 2026 with construction beginning in summer 2026, pending funding resources.

### **FISCAL IMPACT**

Interim Pedestrian Mall Improvements (Castro Street Intersection Improvements), Project 23-49, is funded with \$1,500,000 from the General Non-Operating Fund and \$1,000,000 from the Transportation Reserve Fund, for a total project budget of \$2,500,000. The project has sufficient funding for the recommended action; no additional appropriation is requested at this time.

The professional services agreement fee is \$791,106 for basic services and reimbursable expenses, plus a contingency of \$78,894 for additional services, resulting in a total not-to-exceed amount of \$870,000.

Project 23-49 also includes upcoming efforts and funding for the decorative street treatments and pedestrian wayfinding signage of the pedestrian mall. Additional funding will be needed for construction of the intersection improvements. Staff will request additional funding as part of the upcoming five-year Capital Improvement Program (CIP) process.

### **LEVINE ACT**

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a “license, permit, or other entitlement for use” if the official has received a campaign contribution exceeding \$250 from a party, participant, or agent of a party or participant in the proceeding within the last 12 months. A city official is similarly prohibited from accepting, soliciting, or directing a campaign contribution exceeding \$250 from a party, participant, or agent of a party or participant to any proceeding involving a license, permit, or other entitlement for use for 12 months after a final decision is rendered in said proceeding.

Please refer to the “X” in the checklist below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

#### **SUBJECT TO THE LEVINE ACT**

- Land development entitlements
- Other permit, license, or entitlement for use
- Contract or franchise

**EXEMPT FROM THE LEVINE ACT**

- Competitively bid contract
- Labor or personal employment contract
- General policy and legislative actions

For more information about the Levine Act, please see the Fair Political Practices Commission website: [www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html](http://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html).

**CONCLUSION**

Since the Castro Street closure to vehicular traffic between West Evelyn Avenue and California Street in June 2020 and establishment of a pedestrian mall in October 2022, several interim pedestrian mall improvements have been implemented along the corridor. The Castro Street intersection improvements at California Street, Dana Street, and Villa Street are the next steps of the Interim Pedestrian Mall project and will construct permanent infrastructure to improve pedestrian movement and vehicular circulation, and support downtown as a key destination.

Staff issued an RFP to solicit proposals for design and construction support services for Interim Pedestrian Mall Improvements, Project 23-49. Staff reviewed the proposal received from Kimley-Horn and deemed the firm qualified to prepare the project design and provide construction support services. Staff recommends that Council authorize the City Manager or designee to execute a professional services agreement with Kimley-Horn.

**ALTERNATIVES**

1. Do not authorize the City Manager or designee to execute a professional services agreement with Kimley-Horn and direct staff to request a proposal from a different consultant from the City's on-call general civil engineering list.
2. Provide other direction.

**PUBLIC NOTICING**—Agenda posting.

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