

## Legislation Text

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File #: #20-307, Version: 2

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**PREPARED BY:** SARAH KOLARIK

**DATE OF MEETING:** 09/08/20

**SUBJECT:**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TOOLE DESIGN GROUP LLC FOR DESIGN SERVICES FOR THE CITY OF SAN PABLO SAFE ROUTES TO SCHOOL MASTER PLAN IN THE AMOUNT OF \$189,929

**CITY MANAGER RECOMMENDATION**

Adopt Resolution

**COMPLIANCE STATEMENTS**

*Major Policy Goal: Build a Healthy Community - 100.11 Develop Public Facilities for Active Living in the Fiscal Year 2019-21 Council Priority Workplan, amended May 18, 2020.*

**CEQA Compliance Statement**

The creation of the City of San Pablo Safe Routes to School Master Plan is not a project, as defined by CEQA guidelines. CEQA review will occur on a project-by-project basis prior to the construction of any projects in the Safe Routes to School Master Plan. Projects to add bicycle facilities, pedestrian crossings or other sidewalk improvements are eligible for a Categorical Exemption under Section 15301 "Existing Facilities."

**BACKGROUND**

In June of 2017, the City of San Pablo was awarded \$200,000 in Measure J Transportation for Livable Communities (TLC) Program funds, administered by the Contra Costa Transportation Authority (CCTA), to develop a Citywide Safe Routes to School (SR2S) Master Plan. Through Resolution 2019-158 adopted on November 18, 2019, the City Council authorized the City Manager to accept said funds and appropriated grant match requirements for this master plan study. The Citywide SR2S Master Plan will identify opportunities-following the five "E's" (education, encouragement, equity, engineering and evaluation)-to improve the safety and mobility of youth as they walk or bicycle to school.

The selected Consultant will conduct field safety assessments, solicit input and feedback from stakeholders (e.g. students, parents, school and district staff, City staff, etc.), develop recommendations and pilot one or more recommendations for:

- Bayview Elementary School
- Dover Elementary School
- Downer Elementary School
- Lake Elementary School
- Riverside Elementary School

- Helms Middle School
- Middle College High School
- Richmond High School
- Salesian College Preparatory\*
- St. Paul's School\*

*\*These schools are not part of the West Contra Costa Unified School District and will therefore only be evaluated for engineering-based safety recommendations on City-owned right-of-way leading up to these school sites.*

On July 7, 2020, staff issued a Request for Proposals for professional consultant services (see attachment to "Draft Consultant Agreement 090820," Attachment 2). Staff received two proposals and, after proposal review, the two consultant teams were selected to interview on August 11, 2020:

- Alta Planning + Design (with Fehr & Peers, Bike East Bay)
- Toole Design (with Kittelson & Associates)

Toole Design was the highest-ranking consultant team after evaluation and is recommended for selection for the requested services.

Staff is requesting authorization for the City Manager to enter into an agreement with Toole Design Group LLC (Attachment 2) for the above services for a total authorization of \$189,929.

### **FISCAL IMPACT**

The fiscal impact of this item is to authorize a contract for a total of \$189,929. Funding for the Citywide Safe Routes to School Master Plan consulting services agreement will be provided from 320 -0900-43600-TLC-317 pursuant to Resolution 2019-058.

### **ATTACHMENTS**

1. Draft Consultant Agreement