



AGENDA REPORT

Public Works

DATE:	March 5, 2024
TO:	Mayor Martinez and Members of the City Council
FROM:	Daniel Chavarria, PE, Director of Public Works Robert Armijo, PE, Deputy Director of Public Works/ City Engineer Josef Munoz, Capital Projects Manager
Subject:	Second Contract Amendment with Fehr & Peers for On-Call Design Services
FINANCIAL IMPACT:	Funding for this contract is provided from grant funds, Gas Tax, Measure J, and existing budget with no impact to the General Fund. Currently, the on-call contract is being budgeted through a variety of CIP projects [i.e., Traffic Safety Improvement project using 20236031400653-01B02 (Measure J Fund), Traffic Calming Project 20136031-400645-23035 (General Capital Fund), or Traffic Calming Project using 20236031-400645-23035 (Measure J Fund)].
PREVIOUS COUNCIL ACTION:	Contract approved on June 30, 2020.
STATEMENT OF THE ISSUE:	City staff is recommending City Council approval for an on-call contract amendment for design services with Fehr & Peers. Proposed increase is consistent with transportation engineering costs.

RECOMMENDED ACTION:	ADOPT a resolution approving a second contract amendment with Fehr & Peers in the amount of \$450,000, for a new total not-to exceed amount of \$900,000, to continue providing on-call professional design services for a variety of capital projects – Public Works Department (Daniel Chavarria 510-620-5478/Josel Munoz 510-620-6671).
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DISCUSSION:

On May 1, 2020, the City issued a Request for Proposals (RFP) for on-call transportation engineering services through the City's Bids Online procurement system. On May 22, 2020, the City received offers from thirteen (13) firms, which were then assessed by a panel made up of City staff members.

The review evaluation criteria included project comprehension, technical approach, resource allocation, project team experience, professional background and expertise in the area, multi-department and agency coordination, and compliance with City ordinances. In accordance with the City's Business Opportunity Ordinance (16-12, N.S.), incentive points were distributed to Richmond enterprises and firms that subcontracted with Richmond firms.

On June 30, 2020, City Council approved the on-call transportation contracts with six top firms, including Fehr & Peers. These contracts spanned a three-year term, with the option to extend the term for two additional years. The contracts had an original contract limit of \$450,000 with a term from July 1, 2020 to June 30, 2023. Subsequently, the City Manager approved first amendments to the contracts on June 30, 2023, extending the term of each contract for an additional two years until June 30, 2025.

Fehr & Peers is a highly competent consulting firm that has provided the City of Richmond with engineering design services as needed. They have been involved in a wide array of projects requiring engineering design services, including traffic signal design, upgrades for bicycle and pedestrian infrastructure, railroad crossings, traffic safety improvements, traffic calming initiatives, and grant-related projects.

In an effort for increased transparency and collaboration focused on pedestrian safety the contract has been revised to include the following revisions in the scope of work:

- Proposals shall include a Synergistic Policy Section that outlines the connection of the proposal to the City of Richmond's adopted studies, plans and goals prioritizing pedestrian safety.
- Provide quarterly reports to the council, detailing the services and work plans for each transportation project being requested by the City

City staff aims to continue providing design services for the City of Richmond by retaining the professional services of Fehr & Peers. Staff proposes to continue issuing work authorizations for capital projects, programs, and grants under Fehr & Peers' on-call transportation contract. As a result, City staff recommend an increase in the contract amount by \$450,000, bringing the total not-to-exceed amount to \$900,000 for the remainder of their contract.

DOCUMENTS ATTACHED:

Attachment 1 – Resolution XX-24 On-Call Transportation

Attachment 2 – City Contract Amendment_V2

Attachment 3 – City Contract Amendment_V1

Attachment 4 – Fehr and Peers Fully Executed