



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 8

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council

FROM: Drew Corbett, City Manager

PREPARED BY: Public Works Department

MEETING DATE: April 05, 2021

SUBJECT:
Transit-Oriented Development Pedestrian Access Plan - Agreement

RECOMMENDATION:

Approve a professional services agreement with Fehr & Peers for the Transit-Oriented Development Pedestrian Access Plan in the amount of \$133,000; establish a contingency reserve of \$10,000; and authorize the acting Public Works Director to execute the agreement in substantially the form presented and approve amendments within the contingency reserve.

BACKGROUND:

The City was awarded a fiscal year 2019-20 Transportation Development Act (TDA) Article 3 grant to fund the Transit-Oriented Development Pedestrian Access Plan (Plan). The Plan will assess the full pedestrian path of travel within a one-half mile radius of the City's three Caltrain stations and other high-quality transit stops. By evaluating deficiencies in pedestrian access to the transit stops and identifying and prioritizing recommended improvements, the Plan will form the basis for creating safe, comfortable walking routes to transit for all ages and abilities.

On December 3, 2020, the Public Works Department issued a request for proposals (RFP) to select a qualified firm(s) to develop the Plan. The City received proposals from seven firms and evaluated the proposals based on each firm's understanding of the work involved, experience with similar work, quality of project team, and technical ability of key staff. Out of the seven firms, staff interviewed three firms for the project: Fehr & Peers, Kimley-Horn and Associates, and Toole Design Group. Following interviews with each proposed project team, staff found Fehr & Peers to be most qualified to complete the scope of work identified in the RFP. Staff recommends entering into an agreement with Fehr & Peers for a total not-to-exceed agreement amount of \$133,000.

BUDGET IMPACT:

There are sufficient funds in the TOD Pedestrian Access Study Project for the contract award.

ENVIRONMENTAL DETERMINATION:

This contract award is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Agreement

STAFF CONTACT

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