



## **CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL**

### **AGENDA ITEM**

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Report: Professional Services Agreement for Professional Consultant Services for the Citywide Traffic and Mobility Study

- 1) Motion authorizing the City Manager or a designee to enter into and execute a Professional Services Agreement with ADVANTEC Consulting Engineers, Inc. to provide Professional Consultant Services for the Citywide Traffic and Mobility Study in the amount of \$495,208, plus a 10 percent contingency of \$49,521.

### **COUNCIL ACTION**

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**Item Type:** Consent Calendar

**Approved for** August 15, 2023 **calendar**

### **EXECUTIVE SUMMARY**

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A professional services agreement (PSA) is needed for a consultant to provide professional consultant services for the Citywide Traffic and Mobility Study (CTMS). Following a Request for Proposals (RFP) process, the consulting team of ADVANTEC Consulting Engineers, Inc. (ADVANTEC) was selected to perform the work for the CTMS. The proposed PSA with ADVANTEC will cost \$495,208 plus a 10 percent contingency of \$49,521, for a total of \$544,729.

The intent of this item is for the City Council to approve the PSA and allow staff to proceed with the study.

## **COUNCIL PRIORITIES**

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Mobility, Traffic & Pedestrian Safety: The CTMS aims to improve mobility within the city, focusing on the present as well as the near future, specifically the next 10 years. The study recognizes the importance of addressing current transportation challenges, considering the needs and safety of pedestrians, cyclists and vulnerable roadway users while also considering the forecasted changes and growth that the city may experience.

## **RECOMMENDATION**

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That the City Council approve the motion authorizing the City Manager or a designee to enter into and execute a PSA with ADVANTEC for the CTMS in the amount of \$495,208 plus a 10 percent contingency of \$49,521, for a total of \$544,729.

## **BACKGROUND**

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Traffic congestion and mobility challenges are prevalent issues faced by cities globally, and the City of Glendale is no exception. In response to these concerns, the staff initiated the CTMS, a transformative initiative aimed at addressing key transportation issues within the city.

The primary goal of the CTMS is to improve mobility, optimize transportation systems within Glendale while considering the needs and safety of pedestrians, cyclists and vulnerable roadway users. By analyzing traffic patterns, identifying congestion areas, and evaluating bottlenecks, the study provides valuable insights to guide data-driven decision-making for future infrastructure improvements and transportation network optimization. The study provides recommended countermeasure alternatives to improve traffic flow and circulation, while maintaining consideration of other active modes of travel and discouraging commuter traffic intrusion into residential neighborhoods. Understanding vehicular traffic flow citywide is vital when developing targeted measures to enhance the safety and accessibility of non-motorized transportation modes within Glendale.

The study utilizes various methodologies, including the city traffic model, to develop accurate traffic forecasts for the next decade. It conducts a comprehensive analysis of Glendale's transportation system, assessing existing challenges, impacts, trends, and capacity surplus or shortfalls. Additionally, the CTMS evaluates lane reconfiguration alternatives outlined in the Citywide Pedestrian Plan (CPP - 2021) and examines corridors identified in the Glendale Bicycle Transportation Plan (BTP - 2012 or most recent version/updates). This evaluation aims to understand impacts on traffic congestion, vehicle miles traveled, and potential traffic intrusion into residential neighborhoods.

**Pedestrians and Cyclists:** Conducting a Citywide Traffic and Mobility Study provides insight into the traffic dynamics, congestion hotspots, and potential risks to vulnerable road users. The study provides data and findings to help identify streets with low-traffic

or low-congestion roads where the repurposing of roadway space to active modes of travel can be considered. Having this information available to engineers, planners and decision makers will lead to better planning and infrastructure development that considers all roadway users.

As mentioned previously in this report, the CTMS will evaluate lane repurposing alternatives outlined in the Citywide Pedestrian Plan and Bicycle Transportation Plan, and will provide a clearinghouse of results to help streamline future projects identified in the plans. Traffic counts conducted at signalized intersections will include pedestrian and bicycle counts. All-way stop controlled intersections will include bicycle and pedestrian counts for streets and intersections on designated bicycle facilities or identified project locations in the Citywide Pedestrian Plan. Traffic count data, including pedestrian and bicycle counts, will be manifested on a comprehensive GIS web base map to facilitate access. The study will also compile findings of potential Business Activity District Streets for consideration of lowering speed limits, per Assembly Bill 43.

Citywide Emergency Vehicle Response Routes: The study will update the existing citywide fire response route map, identify challenging corridors for emergency response and develop mitigation strategies to improve emergency response.

The City of Glendale's CTMS is a comprehensive initiative that aims to address traffic congestion, enhance safety, and optimize the city's transportation system for all roadway users. Through data-driven analysis and stakeholder input, the CTMS seeks to provide insight and recommendations to improve mobility, reduce congestion, and create a more efficient and sustainable transportation network that benefits the community.

## **ANALYSIS**

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To ensure a thorough and proper CTMS, staff recommends using a professional consultant services firm.

On January 12, 2023, the city received three proposals from consulting teams for the CTMS under RFP# PWA 2022-207.

An evaluation team of staff from Public Works and Community Development Departments reviewed the proposals. The proposals were all ranked based on the following criteria: proposed implementation and workflow, experience, project management, staffing of project/ability to perform, and best value/cost effectiveness.

Based on the combination of written submittals and the results of the interviews, the ADVANTEC team was determined to be the top ranked firm for the CTMS as well as the lowest cost proposal. Staff then held a negotiation conference with ADVANTEC and were successfully able to reduce the schedule of fees from the original \$631,011 to the final fee of \$495,208, which translates to a 22 percent reduction, with minor modifications to the required scope of services without compromising any intent of the study.

ADVANTEC's primary responsibilities will include conducting the necessary traffic counts and analysis of traffic conditions Citywide to produce a comprehensive CTMS.

The City of Glendale has previously engaged ADVANTEC for the Regional Arterial Traffic Performance Measurement System project, where they demonstrated their outstanding capabilities and delivered exceptional results. As a testament to their qualifications and expertise, ADVANTEC is also included in the city's list of on-call consultants. This inclusion highlights the city's recognition of their proficiency and reliability in providing valuable consulting services for various transportation projects. With their exceptional performance, demonstrated expertise, and inclusion as an on-call consultant, ADVANTEC has proven themselves as a trusted partner for the City of Glendale, offering innovative solutions and reliable expertise to address transportation challenges effectively.

Additionally, the budget includes \$50,000 for staff who will provide project management and consultant oversight services and 10 percent or \$49,521 for contract contingency.

Therefore, the total costs for the PSA for the CTMS are as follows:

Base PSA	\$ 495,208
Agreement 10% Contingency	\$ 49,521
Staff Time	\$ 50,000
<b>Total:</b>	<b>\$ 594,729</b>

**Table 1**

<b>Project Description:</b>	Professional Consultant Services for Citywide Traffic and Mobility Study
<b>RFP Approved:</b>	N/A
<b>Advertisement Method:</b>	Bid America, The Blue Book, Construction Bid Board, Construct Connect, Direct Connection, PlanIT Reprographics, Dodge Data & Analytics, eBidBoard, Glendale Independent Newspaper, City's website
<b>RFP Issued:</b>	November 21, 2022
<b>RFP Due Date:</b>	January 12, 2023
<b>Company Name(s):</b>	1. ADVANTEC Consulting Engineers, Inc. 2. KOA Corporation 3. TJKM Transportation Consultants
<b>Selection Criteria (If SS, list applicable Provision):</b>	Proposed implementation and workflow; experience; project management; staffing of project/ability to perform; best value/cost effectiveness
<b>Recommended Consultant(s):</b>	ADVANTEC Consulting Engineers, Inc.

<b>New / Existing Consultant(s):</b>	Existing
<b>Procurement Method (RFP / SS):</b>	RFP
<b>Contract Term:</b>	2 years
<b>Project Begins:</b>	Upon signing of contract
<b>Project Ends:</b>	Upon the expiration date of the contract

## STAKEHOLDERS/OUTREACH

Outreach for this project will encompass a wide range of stakeholders, both internal and external. Internal stakeholders will include, but not be limited to, various City Departments, the Glendale Unified School District (GUSD), the Police Department, and the Fire Department. External stakeholders will involve agencies such as METRO, Caltrans, Metrolink, hospitals, Glendale Community College (GCC), and other relevant organizations, business, and community groups. Additionally, the public and residents of Glendale will play a vital role in the outreach efforts.

To ensure comprehensive engagement, a diverse set of strategies will be employed, including the development of a dedicated project website, multilingual surveys, community and stakeholder meetings, press releases, social media outreach, and other interactive platforms. These initiatives will foster collaboration and input from a wide range of stakeholders, ensuring that the project reflects the needs and perspectives of the entire community.

## FISCAL IMPACT

The Citywide Traffic and Mobility Study (CTMS) will cost \$594,729, which was approved as part of the FY 2023-24 budget. No new appropriation is being requested at this time. The City Council approved funding is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$ 500,000	GL: 43110-1070-PWD-8508-P8005	General Measure S Fund
\$ 94,749	GL: 43110-4020-PWD-0020-P0000 PL: 52083	State Gas Tax Fund

## ENVIRONMENTAL REVIEW (CEQA/NEPA)

The Project is categorically exempt from environmental review because of CEQA

Guidelines §§ 15301.

## **CAMPAIGN DISCLOSURE**

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The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10 percent interest in the company proposed for contract in this Agenda Item Report are attached in **Exhibit 1**, in accordance with the City Campaign Finance Ordinance No. 5744.

## **ALTERNATIVES**

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Alternative 1: The City Council may elect to authorize the City Manager or a designee to execute a PSA with ADVANTEC for the CTMS in the amount of \$495,208, plus a 10 percent contingency of \$49,521.

Alternative 2: The City Council may elect not to award the PSA as recommended herein. This would risk limiting our understanding of current transportation challenges and missing opportunities to enhance traffic management and mobility within the city.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

## **ADMINISTRATIVE ACTION**

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**Prepared by:**

Saed Roudsari, P.E., Traffic Engineer II

**Approved by:**

Roubik R. Golanian, P.E., City Manager

## **EXHIBITS/ATTACHMENTS**

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Exhibit 1: ADVANTEC Campaign Disclosure Forms