

CITY OF YUBA CITY  
STAFF REPORT

**Date:** March 17, 2020

**To:** Honorable Mayor & Members of the City Council

**From:** Public Works Department

**Presentation by:** Diana Langley, Acting City Manager

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**Summary**

**Subject:** Systemic Safety Analysis Report Award

**Recommendation:** Adopt a Resolution awarding the development of a Systemic Safety Analysis report to TJKM Transportation Consultants of Pleasanton, CA in the amount of \$139,696.09, subject to material terms, with the finding that it is in the best interest of the City.

**Fiscal Impact:** \$139,696.09 – State Funds with 10% Local Funds match  
                                   \$125,726.48 – State Funds  
                                   \$13,969.61 – Local Funds (Account No. 921244-65514)

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**Purpose:**

To help the City identify safety projects for various arterials and collectors that have a history of collisions resulting in severe injury or death. The projects identified in the Systemic Safety Analysis Report will be used to leverage future Highway Safety Improvement Program (HSIP) funding.

**Background:**

On August 1, 2017, the California Department of Transportation (DOT), Division of Local Assistance, allocated funding for the City to produce a Systemic Safety Analysis Report (SSAR). The amount of funding allocated by the State for development of the SSAR is \$144,000, and the project sponsor (City) is required to complete the report within 36 months of funding allocation. There is a 10% City match requirement to receive the allocated funding.

The City issued a Request for Proposals on January 17, 2020, with a deadline for submittals of February 14, 2020.

**Analysis:**

The City received six proposals. A review of each proposal was completed by a selection committee of Public Works Engineering staff. The proposals were ranked by using SSAR guidelines established by the DOT. The ranking guidelines are shown in the table below.

Evaluation Criteria	Maximum Score
Understanding and Compliance with Request for Proposal	25 points
Capability and Experience of Consultant	35 points
Ability to Meet Project Timelines	20 points
Previous Client Satisfaction	10 points
Project Schedule	10 points
Total:	100 points

The selection committee ranked TJKM Transportation Consultants as the top-ranked, responsive proposer. The proposers and costs are listed below.

Proposer/Consultant	Cost
Advanced Mobility Group	\$159,125.45
Elite Transportation	\$129,996.58
Evanbrooks	\$145,261.11
Kittelson Associates	\$159,712.72
Rajappan & Meyer	\$158,999.00
<b>TJKM Transportation Consultants</b>	<b>\$139,696.09</b>

**Fiscal Impact:**

The total contract amount to be awarded is \$139,696.09. \$125,726.48 would use the allocated State funds, and \$13,969.61 would be covered by local funds. There is sufficient funding in CIP Account No. 921244-65514 to fund the development of the SSAR in advance of reimbursement by the State.

**Alternatives:**

Do not award the contract, request an extension for allocated funding, and issue a new Request for Proposals.

**Recommendation:**

Adopt a resolution awarding the development of a Systemic Safety Analysis report to TJKM Transportation Consultants of Pleasanton, CA in the amount of \$139,696.09, subject to material terms, with the finding that it is in the best interest of the City.

**Attachments:**

1. Resolution

Prepared by:

*/s/ William Jow*

William Jow  
Assistant Engineer

Submitted by:

*/s/ Diana Langley*

Diana Langley  
Acting City Manager

Reviewed by:

Department Head

Finance

City Attorney

DL

SM

SLC by email

# ATTACHMENT 1

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY  
AWARDING A PROFESSIONAL SERVICES AGREEMENT TO TJKM TRANSPORTATION  
CONSULTANTS FOR THE DEVELOPMENT OF A SYSTEMIC SAFETY ANALYSIS REPORT**

WHEREAS, it is in the best interest of the City to prepare a Systemic Safety Analysis Report to leverage future Highway Safety Improvement Program funding to improve various arterials and collectors that have a history of collisions resulting in injury or death; and,

WHEREAS, the California Department of Transportation, Division of Local Assistance has allocated funding in the amount of \$144,000 with a 10% local funds match required for the development of a Systemic Safety Analysis Report; and,

WHEREAS, staff issued a Request for Proposals on January 17, 2020 to find the most qualified consultant to develop a Systemic Safety Analysis Report and received six proposals by or on February 14, 2020; and,

WHEREAS, staff recommends awarding a Professional Services Agreement to the top-ranked consultant, TJKM Transportation Consultants, for the development of a Systemic Safety Analysis Report. After careful analysis of the proposals based on the guidelines set forth by the California Department of Transportation, staff has determined TJKM Transportation Consultants to be the most qualified to develop a Systemic Safety Analysis Report; and,

WHEREAS, it has been determined by the City Council that such provisions are in the public interest,

BE IT RESOLVED AND ORDERED by the City Council of the City of Yuba City that a Professional Services Agreement is hereby awarded to TJKM Transportation Consultants for the development of a Systemic Safety Analysis Report in the amount of \$139,696.09, subject to material terms, with the finding that it is in the best interest of the City.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 17<sup>th</sup> day of March, 2020.

AYES:

NOES:

ABSENT:

ATTEST:

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Shon Harris, Mayor

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Patricia Buckland, City Clerk

APPROVED AS TO FORM  
COUNSEL FOR YUBA CITY:

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Shannon Chaffin, City Attorney  
Aleshire & Wynder, LLP