



TO: Board of Contracts and Awards
FROM: Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *KDK*
Josh Diekmann, P.E., Public Works Assistant Division Manager
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Doreen Klaaskate, Finance/Purchasing
SUBJECT: New Contract for On-Call Engineering Services – Architectural &
Engineering (A&E) Roster – March 26, 2019
DATE: March 11, 2019

RECOMMENDATION SUMMARY:

The Public Works Department recommends a contract be awarded to Transpo Group USA Inc, Kirkland, WA, for an amount not to exceed \$200,000, plus any applicable taxes, to provide routine and emergency traffic engineering and analysis services for an initial contract term through December 31, 2020.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

The proposed contract provides for engineering services for multiple transportation projects in the City. These projects will improve the City's infrastructure and increase safety for residents. By supporting project delivery, this contract supports an open, effective, results-oriented organization.

BACKGROUND:

In 2015, the Public Works Department identified a need to supplement the capabilities and availability of in-house traffic engineering staff. The City has three additional on-call contracts for traffic engineering services in place, and is simultaneously adding two new on-call contracts. Because there is a need to supplement the current services being provided, Public Works requests the authorization of an on-call contract with Transpo Group USA Inc.

ISSUE: This on-call contract provides access to engineering services including, but not limited to: traffic control plan development, review, and/or preparation; channelization development, review, and/or preparation; and intelligent transportation systems design. Without these services the City would need to hire additional staff to address this body of work.

ALTERNATIVES: The City could modify other existing on-call contracts to expand the scope of services, but this may not provide the necessary breadth and depth of expertise anticipated to serve the City's anticipated needs.



COMPETITIVE SOLICITATION:

Five firms were considered using the City’s A&E Roster. The City determined Transpo Group USA Inc and KPG PS are the most qualified to address the anticipated traffic engineering services; therefore, contracts are being recommended for both consulting firms. A Contract and Award Memorandum has been executed for each contract.

<u>Respondent</u>	<u>Location (city and state)</u>	<u>Rank</u>
Transpo Group USA Inc	Kirkland, WA	1
KPG PS	Seattle, WA	2
PH Consulting LLC	Tacoma, WA	3
Heffron Transportation Inc	Seattle, WA	4
AHBL Inc	Tacoma, WA	5

CONTRACT HISTORY: New contract

SUSTAINABILITY: This project will improve the City’s infrastructure and increase safety for residents.

SBE/LEAP COMPLIANCE: Not applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Street Fund (1065-TRANS)	662320	5310100	\$200,000
TOTAL			\$200,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Street Fund (1065-TRANS)	662320	6311010	\$200,000
TOTAL			\$200,000

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$200,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? YES

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A

FINANCE PURCHASING

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