



Staff Report

File #: 24-0519

REQUEST FOR CITY COUNCIL ACTION

DATE: 07/03/2024

TO: Honorable Mayor and City Council Members

FROM: Public Works Department

SUBJECT:

PROFESSIONAL SERVICES AGREEMENT WITH CHEN RYAN ASSOCIATES INC., DBA CR ASSOCIATES FOR THE DEVELOPMENT OF THE CITY'S BICYCLE MASTER PLAN UPDATE FOR A TERM FROM JULY 3, 2024, THROUGH JULY 31, 2025, IN THE AMOUNT OF \$399,920

EXECUTIVE SUMMARY:

This staff report asks the City Council to consider awarding Request for Proposal 24-054AS for consultant services to Chen Ryan Associates Inc. to develop the city's Bicycle Master Plan Update.

RECOMMENDED ACTION:

That the City Council :

- a. Award Request for Proposal 24-054AS titled "Bicycle Master Plan Update and Action Plan Project" to Chen Ryan Associates Inc.
- b. Approve the Professional Services Agreement with Chen Ryan Associates Inc., DBA CR Associates, for the development of the City's Bicycle Master Plan Update for a total amount not to exceed \$399,920.
- c. Authorize the City Manager, or his designee, to execute the Professional Services Agreement with Chen Ryan Associates Inc., DBA CR Associates for \$399,920.
- d. Authorize the City Manager, or his designee, to negotiate and execute non-substantive extensions, change orders, and amendments, up to 10% or \$39,992 as authorized in Corona's Municipal Code section [3.08.070\(I\)](#).
- e. Authorize the City Manager, or his designee, to issue a Purchase Order to Chen Ryan Associates Inc., DBA CR Associates for \$399,920.

BACKGROUND & HISTORY:

On February 6th, 2023, the Riverside County Transportation Commission (RCTC) issued a call for projects under its Senate Bill (SB) 821, Transportation Development Act (TDA) Article 3, Bicycle and Pedestrian Facilities Program. Corona Public Works staff applied for grant funding to update its 2001 Bicycle Master Plan to meet the current standards of bikeway design, strengthen safe mobility options throughout the City, and set the foundation for implementing bicycle infrastructure that meets the needs of nonmotorized users in all programming, planning, construction, maintenance, operations, and project development activities and products. The Bicycle Master Plan Update will develop the foundation for bicycle transportation facilities throughout Corona. It will seek safe connections and linkages to trails, regional bicycle facilities, and public transit and prioritize projects for implementation.

The city already had \$200,000 programmed for the project and used the amount as a local match to gain additional points for the grant application. Thankfully, the city was successfully awarded \$400,000 by RCTC for updating its Bicycle Master Plan. As a condition of award, the City of Corona's Bicycle Master Plan Update must complete its project by October 12, 2026.

The City of Corona's Bicycle Master Plan Update meets various goals of the City's Strategic Plan. The completion of the project will provide sound infrastructure, a safe community, and a sense of place, setting the foundation for the development of public infrastructure, including parks, buildings, equipment, technology, roads, and alleys. Safe and accessible communities will be achieved by increasing the city's unified transportation network with safe and accessible bikeways that will enhance the experience of residents and visitors by ensuring the city is a bikeable and accessible place. The City of Corona's Bicycle Master Plan Update report aims to improve and expand Corona's multimodal transportation network by developing missing bikeways, implementing bicycle travel supporting amenities (e.g., bike parking areas, racks and lockers, drinking fountains, bicycle repair stations), to include low-stress bikeways that serve users of every age and ability. The project's scope includes community engagement, beginning with a kick-off meeting with the consultant and key community stakeholders to provide valuable input.

ANALYSIS:

On February 12, 2024, RFP 24-054AS was advertised on the PlanetBids web portal and published in the Sentinel Weekly. Four consultants' proposals were received through the PlanetBids by the April 8, 2024, proposal deadline. The four proposals were evaluated by a team of five staff members. The proposals were reviewed based on the following criteria:

Criteria	Max Points	Rating
Completeness of Response	0	Pass or Fail
Qualification of Firm	20	
Qualification of Personnel	40	

Work Plan / Project Understanding and Approach	40	
Value	No score given	
TOTAL	100	

The following is a summary of the proposal scoring results:

Consultant	Location	Evaluation Ranking
Chen Ryan Associates, Inc.	San Diego, CA	1st
Toole Design Group, LLC	Los Angeles, CA	2nd
TJKM Transportation Consultants	Pleasanton, CA	3rd
FEI Associates Consulting Engineering	Chino, CA	4th

Based on the proposal scoring analysis, Chen Ryan Associates, Inc. possesses the skills and experience necessary to execute the scope of work for the Project successfully. Corona staff recommends awarding a contract to Chen Ryan Associates, Inc., DBA CR Associates.

FINANCIAL IMPACT:

Funding for the recommended actions is available in the Bicycle Master Plan Update Operating and Maintenance Project No. 78170 within the Measure A Fund 227 and the Public Works Grants/Agreement Fund 243.

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The requested actions are for planning consulting services for the "Bicycle Master Plan Update and Action Plan Project ," and there is no possibility that these actions will have significant effect on the environment. Therefore, it follows that no environmental analysis is required.

PREPARED BY: GERARDO SANABRIA, ASSOCIATE ENGINEER

REVIEWED BY: SAVAT KHAMPHOU, PUBLIC WORKS DIRECTOR

Attachments:

1. Exhibit 1 - Professional Services Agreement