



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: DECEMBER 17, 2024

FROM: PUBLIC WORKS DEPARTMENT WARD: 1

SUBJECT: APPROVE A PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH TKE ENGINEERING, INC., OF RIVERSIDE, CALIFORNIA, FOR THE STATE OF CALIFORNIA ACTIVE TRANSPORTATION CYCLE VI PROGRAM GRANT PROJECT IN THE AMOUNT OF \$185,525.00 PLUS A 5% CONTINGENCY IN THE AMOUNT OF \$9,276.25 FOR A NOT TO EXCEED AMOUNT OF \$194,801.25 FOR A TERM OF TWO (2) YEARS THROUGH 2026 IN ACCORDANCE WITH REQUEST FOR PROPOSALS NO. 2363

ISSUE:

Approve a Professional Consultant Services Agreement with TKE Engineering, Inc., of Riverside, California, to provide the engineering design plan preparation services for the Riverside Civil Rights Walk Project, consisting of colored concrete path, thermoplastic wayfinding path, concrete sidewalk, concrete driveways, high visibility crosswalks, traffic signal timing modifications, traffic signal detection systems, Accessible Pedestrian Signal systems, flashing LED stop signs, rapid rectangular flashing beacon systems, ADA ramps, and truncated dome panels in the downtown area. The contract term will be two years through 2026 in the amount of \$185,525.00 plus a 5% contingency in the amount of \$9,276.25 for a not to exceed amount of \$194,801.25.

RECOMMENDATIONS:

That the City Council:

1. Approve a Professional Consultant Services Agreement in accordance with Request for Proposals No. 2363 with TKE Engineering, Inc., of Riverside, California, for a two-year term through 2026 for engineering design plan preparation services for the Riverside Civil Rights Walk Project, in the amount of \$185,525.00 plus a 5% contingency in the amount of \$9,276.25 for a not to exceed amount of \$194,801.25; and
2. Authorize the City Manager, or designee, to execute the Professional Consultant Services Agreement, including making minor and non-substantive changes subject to the availability of budgeted funds.

LEGISLATIVE HISTORY:

On June 7, 2022, the City Council authorized the Public Works Department to submit an Active Transportation Program (ATP) Cycle VI grant application to the California Department of

Transportation in an amount up to \$3,500,000 for improvements to connect 17 points of historic interest in the Downtown and adjoining areas to create a Riverside Civil Rights Walk.

On June 21, 2022, the City Council approved Master Agreement Administering Agency-State Agreement No. 08-5058S21 allowing the City to continue to receive state funds for transportation projects. With the same action, City Council adopted Resolution No. 23870 designating the City Manager to execute the Master Agreement, Program Supplement Agreements, and/or any amendments thereto with Caltrans.

On December 13, 2022, the City Council accepted a grant award in the amount of \$2,340,000 under the ATP Cycle VI program as administered by Southern California Association of Governments (SCAG) and Riverside County Transportation Commission (RCTC), leaving an \$876,000 funding gap of the original \$3,216,000 total project cost. City Council also authorized the City Manager, or designee, to execute all necessary documents in the process of applying for and securing funds under the Active Transportation Program Cycle VI.

On December 12, 2023, the City Council authorized to accept an increase of grant funds in the amount of \$876,000, for a total acceptance of \$3,216,000 of grant funds for the Riverside Civil Rights Walk Project.

BACKGROUND:

The City of Riverside has participated in the ATP grant program since its inception in 2014, seeking funding for important active transportation projects through the submission of multiple grant applications during the first five calls for projects. To date, the City has been successful in securing millions of dollars in federal and state grants for multiple projects under ATP Cycles I, II, III, and VI benefiting the City and its resident by constructing pedestrian and cyclist safety and mobility enhancements.

The proposed project will develop a themed active transportation loop named the “Riverside Civil Rights Walk.” Thermoplastic markings, like the Boston Freedom Trail, and wayfinding signs will guide pedestrians through a series of stops relating to Riverside’s rich history of Civil Rights achievements and occurrences of importance.

The City team initiated planning for the Civil Rights Walk Project and on October 30, 2023 convened the first stakeholder meeting for the project. Present were representatives from the Mayor’s Office, Ward 1 Council’s Office, the Civil Rights Institute of Inland Southern California, the Downtown Area Neighborhood Alliance, the Raincross Group, the Fair Housing Council of Riverside County, the Center for Social Justice and Civil Liberties, the Riverside Downtown Partnership, and various City staff. Staff plans to convene a second stakeholder meeting in January 2025. Additional stakeholders will be invited to the second meeting, including the Riverside Latino Network, Cultural Heritage Board, Riverside University Health System, and others.

On September 25, 2024, staff shared project updates at the Mayor’s Multicultural Forum. Issues discussed included expanding the Civil Rights Walk beyond downtown as part of a future project.

On September 30, 2024, a Mobile Workshop for registrants of the American Planning Association 2024 Conference was led by members of the Civil Rights Institute, Riverside University Health System, and City staff.

Following the second stakeholder meeting, staff will host a town hall meeting to receive public feedback during the project planning process.

DISCUSSION:

On November 1, 2022, RCTC notified the Public Works Department that the City’s grant application requesting ATP Cycle VI grant funding was successful.

On September 1, 2023, the City received Caltrans approval to proceed with the Preliminary Engineering (PE) Phase of the project and authorized the City to utilize project expenditures up to the total amount of \$200,000.

On September 1, 2024, the City received Caltrans approval to proceed with the Plans, Specifications, and Estimate (PS&E) Phase of the project and authorized the City to utilize project expenditures up to the total amount of \$75,000.

On July 23, 2024, the City advertised RFP No. 2363 seeking proposals from a qualified consultant to provide engineering design services for the preparation of plans, specifications, and estimate of the Riverside Civil Rights Walk Project. The notification was sent to 1,192 City of Riverside vendors. There were six questions submitted, and no pre-bid meeting was held. With 59 prospective bidders, RFP 2363 closed on August 20, 2024, with two (2) responses. An evaluation committee of four (4) members evaluated the responses based on understanding of the project and approach, firm experience and team experience, experience with similar relevant projects and past performance, and professional references. The City deemed TKE Engineering, Inc., of Riverside, California, the most qualified responsive proposer. The proposal rating results, and proposed contract amounts are shown in Table 1.

Table 1 – Proposal Evaluation Results

Evaluation Ranking	Proposer’s Name	Evaluation Score	Proposal Amount
1	TKE Engineers, Inc.	883.76	\$185,525.00
2	TJKM Transportation Consultants	840.64	\$199,758.06

The Public Works Department will return to City Council to award a contractor and provide updated projects costs after the construction project is advertised and bids are received.

The Purchasing Resolution No. 24101, Section 508 states that “Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder, except that...(c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications.”

The Purchasing Manager concurs that the recommended action to approve the agreement complies with Purchasing Resolution 24101, Section 508(c).

STRATEGIC PLAN ALIGNMENT:

This item supports **Strategic Priority 1 - Arts, Culture and Recreation** and **Goals 1.1 to 1.5**, and **Strategic Priority 6 - Infrastructure, Mobility & Connectivity** and **Goals 6.1, 6.2, and 6.4**.

This project aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – The project is supported by the priority objectives of the Riverside PACT. The Civil Rights Walk would serve public interest, benefit the City’s diverse populations, and meet the needs of the community based on their feedback.
2. **Equity** – The purpose of the Active Transportation Program is to encourage a healthy lifestyle and enhance public health by increasing safety and mobility of biking and walking, and ensure that disadvantaged communities fully share in the benefits of the program.
3. **Fiscal Responsibility** – Riverside is a prudent steward of public funds and ensures responsible management of the City’s financial resources by awarding construction and consultant services contracts to the lowest responsive bidders and utilizing available grant funding from the State’s Active Transportation Program.
4. **Innovation** –The City will partner with several entities to develop an outdoor, interactive learning opportunity for students and visitors with the use of a mobile application and AR technology.
5. **Sustainability & Resiliency** – The proposed ATP project aims to increase the proportion of biking and walking to connect residents to economic & educational opportunities, improve community resilience, and reduce greenhouse gas emissions.

FISCAL IMPACT:

The total fiscal impact of this action is \$194,801.25, which includes a 5% contingency of \$9,276.25 as itemized in Table 2. Sufficient funds are budgeted and available in the Capital Outlay-Grants Fund, Riverside Civil Rights Walk Project account number 9926600-440236. This project is funded by State ATP Grant funds in which there is no local matching component.

Table 2 – Project Costs

Lowest Responsible Bidder	Cost
TKE Engineers, Inc.	\$185,525.00
5% Contingency	\$9,276.25
Total	\$194,801.25

Table 3 – Funding Sources

Fund	Project	Account	Amount
Capital Outlay-Grants	Riverside Civil Rights Walk	9926600-440236	\$194,801.25

Prepared by: Brett Craig, Senior Traffic Engineer
 Approved by: Gilbert Hernandez, Public Works Director

Certified as to

availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer

Approved by: Kris Martinez, Assistant City Manager

Approved as to form: Jack Liu, Interim City Attorney

Attachments:

1. Agreement
2. Award Recommendation