



DATE: December 17, 2024

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Sanbell in the Amount Not-to-Exceed \$685,000 for Final Design Services for the Safe Routes to School Implementation Project, Project No. 06941

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute a Professional Services Agreement (PSA) with Sanbell in the amount not-to-exceed \$685,000 for final design services for the Safe Routes to School Implementation Project, Project No. 06941

SUMMARY

On November 12, 2024, the City received four (4) valid proposals for the Project Plans, Specifications, and Estimates (PS&E) for the Safe Routes to School Implementation Project. The Project proposes to enhance safety and the walking and bicycling environment at 30 intersections near 12 schools in Hayward. Sanbell's proposal ranked the highest with an average score of 87.3/100 based on criteria established in the published Request for Proposals 25-028. The negotiated cost proposal is \$685,000, which includes \$96,000 of contingency and optional services that will only be spent after authorization from the City.

Staff recommend awarding a PSA to Sanbell in the amount described above.

BACKGROUND

The goal of the SR2S program in Hayward is to make it safer and more convenient for kids to walk and bike to school. This helps to alleviate congestion and pollution in school areas related to school pick-up and drop-off and also helps to build healthy and sustainable habits in students at an early age.

As part of the Alameda County Safe Routes to School program, the Alameda County Transportation Commission (ACTC), in partnership with cities and the school districts,

conducts School Safety Assessments at schools in Hayward and throughout the County. Between 2016 and 2020, assessments were conducted at a number of schools and the City implemented improvements at one school, Cesar Chavez Middle School.

In 2024, the City was selected for a California Air Resources Board (CARB) Clean Mobility in Schools Program Grant that includes infrastructure improvements for 12 schools that had received safety assessments, but have yet to implement improvements. The CARB Clean Mobility Grant provides funding to design and construct the recommended improvements. Staff reviewed and updated the recommendations in the safety assessment in summer 2024 to ensure that they addressed current conditions at the school sites and reflected best practices.

DISCUSSION

On October 15, 2024, the City advertised a Request for Proposals (RFP) for Project PS&E. This includes data collection, topographic survey, submittals for 30%, 60%, 90%, and 100% design, and design support during construction.

On November 12, 2024, the City received four (4) valid proposals from Parametrix, Sanbell, Toole Design, and Wilsey Ham. Sanbell's proposal was ranked the highest based on the criteria set forth in the RFP with an average score of 87.3/100. The remaining rankings were Parametrix second (82.3), Wilsey Ham third (82), and Toole Design fourth (81). Negotiations with Sanbell resulted in a revised cost proposal of \$685,000, including \$96,000 of contingency and optional services to be spent only at the City's discretion.

The execution of this contract will allow the City to proceed with the Project PS&E. The anticipated completion is in December 2025 to allow construction to occur in Spring and Summer 2026.

The CARB Clean Mobility Grant also includes continued outreach to school communities, to be performed concurrently. The Project is designed to incorporate findings from this outreach to respond to challenges that may have emerged since the safety assessments were conducted. The improvements recommended include bulb-outs, raised crosswalks, speed humps, traffic circles, rectangular rapid flashing beacons, and signage and striping improvements. These types of improvements have minimal impact on existing parking and travel lanes.

The Safe Routes to School infrastructure improvements will be evaluated with pre- and post-installation surveys of the school community to understand how the improvements have affected their school travel patterns.

ECONOMIC IMPACT

This item has no direct economic impact. However, the Project will provide improved safety and access for people walking, bicycling, and driving near schools throughout Hayward, helping residents to reduce their transportation costs.

FISCAL IMPACT

The adopted FY 2025 CIP Budget has an appropriated project budget of \$2.26 million in project 06941 for the Safe Routes to School Implementation Project. This funding includes design services, staff time, and construction. Council has also previously appropriated \$270,000 in project 05333 for Safe Routes to School – Palma Ceia and \$300,000 in project 05341 for Safe Routes to School – Harder. The funding for these two schools was pooled with the CARB grant to be delivered together as one project, to take advantage of efficiencies from delivering only one design and one construction project.

Staff anticipates that the \$2.83 million from the three projects will be sufficient to design and construct the improvements at all twelve schools. The City will receive initial construction cost estimates through the Project and will return to Council, if construction cost estimates exceed available funding.

STRATEGIC ROADMAP

This agenda item supports the Strategic Priority of Invest in Infrastructure. Specifically, this item relates to the implementation of the following project:

Project N4: Implement Safe Routes for School, with a focus on Cesar Chavez and Palma Ceia.

SUSTAINABILITY FEATURES

The Project will make travel to Hayward's schools safer and more accessible for all modes of transportation. Parents driving kids to school contributes to congestion and air pollution. This Project will provide safer alternatives for parents and students. The Project may also include sustainability elements such as green stormwater management as opportunities arise during the design process.

PUBLIC CONTACT

No public contact has been made related to this agenda item.

NEXT STEPS

If Council approves this request, the City Manager will execute a PSA with Sanbell for Final Design Services for Safe Routes to School Implementation Project, Project No. 06941 in a not-to-exceed amount of \$685,000. Project schedule for the PS&E is below:

Task/Phase	Anticipated Completion
Data Collection and Utility Mapping	March 2025
30% Design and Cost Estimate	May 2025
60% PS&E	August 2025
90% PS&E	October 2025
Final Construction Documents	December 2025
Construction Complete	October 2026

Prepared by: Lucas Woodward, Senior Transportation Engineer
Hugh Louch, Deputy Director of Public Works – Transportation

Recommended by: Alex Ameri, Director of Public Works

Approved by:



Dustin Claussen, Interim City Manager