

CITY OF OAKLAND



250 FRANK H. OGAWA PLAZA OAKLAND, CALIFORNIA 94612-2033

Oakland Public Works Department
Bureau of Engineering & Construction
Contract Services

(510) 238-7270
FAX (510) 238-2346
TDD (510) 238-3254

ON-CALL TRANSPORTATION PLANNING CONSULTANT TASK ORDER # 1.1

PROJECT INFO:	- Oakland A's Howard Terminal Project		
CONSULTANT:	Sam Schwartz Transportation Consultants		
RESOLUTION #:	87762	(CTRL + Click this link.)	
CONTRACT PO #:	2019005894	STANDARD PO #:	<u>2019006146</u>
		(Fiscal will assign # after funds encumbered)	
AUTHORIZATION TO PROCEED DATE:	_____		
(May not be issued without the Standard PO#)			

- SCOPE OF SERVICES:** In accordance with the terms and conditions of the on-call contract purchase order referenced above, the Consultant agrees to provide the services as outlined in **Exhibit A**, attached.
- TIME OF PERFORMANCE:** The Consultant's Work shall be completed:
 - ☒ by **December 31, 2019**, or
 - ☐ in accordance with the Project Schedule included in Exhibit A.
- BASIS OF PAYMENT & FUNDING:** The total compensation for Scope of Services shall be in accordance with this section. Any additional work must be authorized in writing by the City prior to proceeding.
 - ☐ Lump Sum total of \$_____
 - ☒ Time and Materials Not-To-Exceed \$_____.

Contract encumbrance:

Project	Org	Expense Acct	Task	Award	Amount
1004352	02111	54930	1.0	23491	\$27,000
					\$
					\$
Total Contract encumbrance					\$27,000

Attach Oracle print outs for Fiscal to encumber funds.

- CONSTRUCTION BUDGET:**
 - ☐ Not applicable.
 - ☐ If applicable, insert the construction budget amount below.

It is recognized that neither the Consultant nor the City has control over competitive bidding or market conditions. While the Consultant does not warrant that bids will not vary from the City's construction budget of \$_____, the Consultant shall endeavor to stay within budget by reviewing estimates for work

throughout the design phase and making appropriate recommendations for adjusting the Project's size, quality or scope. The Consultant shall include alternate bid items in the Construction Documents as may be necessary to meet the City's budget.

If the lowest bona fide bid exceeds the City's budget, the City may, at its sole discretion, increase the construction budget; authorize rebidding; terminate the Project; require the Consultant, without additional compensation, to modify the Construction Documents to comply with the City's construction budget; or implement another mutually acceptable alternative.


5) **RELATED TASK ORDER SUMMARY:**

a. Amount of this Task Order	27,000
b. Amount of initial Task Order	25,000
c. Amount of prior Task Orders related to the project	
Total (a+b+c)	52,000

6) **SIGNATURES:**

CITY PROJECT MANAGER:

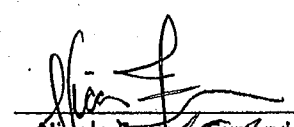
DOT - Lily Brown
250 Frank H. Ogawa Plaza, Bldg/Suite 4314
Oakland, CA 94621

By: 
By: Lily Brown
Transportation Planner

Date

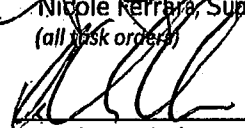
1/11/19

OTHER CITY SIGNATORIES:

By: 
Nicole Ferrara, Supervisor
(all task orders)

Date

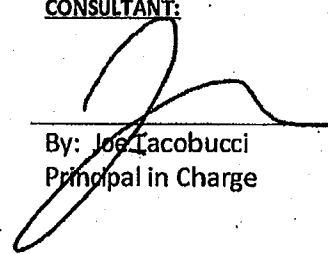
1/18/19

By: 
Mohamed Alaoui, Division Manager
(all task orders)

Date

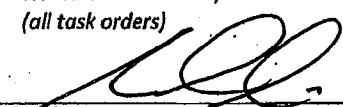
1/18/19

CONSULTANT:

By: 
By: Joe Jacobucci
Principal in Charge

Date

1/12/19

By: 
Wlad Wlassowsky, Assistant Director
(\$50K and over)

Date

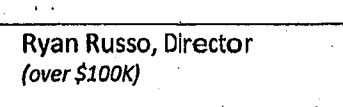
1/22

CONTRACT MANAGER:
(last person to sign)

By: 
By: Calvin Hao

Date

1-25-19

By: 
Ryan Russo, Director
(over \$100K)

Date

TASK ORDER CHECKLIST

- ☐ Exhibit A – Scope of Services
- ☐ Schedule E – Subconsultant Listing (required even if no subs)
- ☐ RFP Notification - **NA**
- ☐ Award Justification (internal document only) - **NA**
- ☐ Oracle funding print out (internal document only)

EXHIBIT A – SCOPE OF SERVICES

Received via email Friday 1/11/19 3:42pm

Hi Lily,

Ok, here you go. We also removed the VISSIM review, as that was associated with the TMP review. For the Traffic Impact Study, they will be using a Synchro model and we will review that as part of #2 below. Please let us know if this looks good. Thank you.

Scope:

1. Review draft Trip Generation and VMT Analysis Memo
 - a. Review of mode splits, temporal distribution, assignments
 - b. VMT analysis - assumptions for existing and future VMT estimates, and related methodology
2. Review Traffic Impact Study
 - a. Summary of relevant source materials for Synchro model used in TIS (such as signal timings and raw traffic data)
 - b. Summary of analysis inputs and outputs such as level of service analysis worksheets
 - c. Summary of preliminary work that may have been conducted prior to the TIS and study documentation, such as preliminary scoping meetings, and description of methodologies.
 - d. The methodologies, analyses, and conclusions of the TIS will be reviewed, including the trip generation, distribution, and assignment for all travel models (vehicle, pedestrian, transit, bicyclist) and proposed project improvements/mitigations.
 - e. Operational aspects of the TMP that are analyzed in the TIS.
3. Meetings
 - a. Attendance by Kate Sargent at project meetings, as determined to be necessary.
 - b. Participation by Greg Del Rio and Sarah Jampole in project meetings by phone, as determined to be necessary.

Deliverables:

- Memo summarizing results of Trip Generation and VMT Analysis Memo review within two weeks of receiving materials
- Memo summarizing results of Traffic Impact Study review within two weeks of receiving materials

Budget:

Additional \$27k above existing budget for continuing services.

Kate Sargent, AICP
Oakland Office Director,
Senior Associate

PRUITT

Note:

Date 1/11/19

Signed:

[illegible]

Attach additional page(s) if necessary.

Contractors are required to identify the ethnicity and gender of all listed firms majority owner. This information will be used for tracking purposes only.

* (AA=African American) (AI=Asian Indian) (AP=Asian Pacific) (C=Caucasian) (H=Hispanic) (NA=Native American) (O=Other) (NL=Not Listed)

**** (M = Male) (F = Female)**

(Revised as of 6/06)