RESOLUTION AWARDING A TWO-YEAR PROFESSIONAL SERVICES CONTRACT TO MSA DESIGN & CONSULTING, INC. IN AN AMOUNT NOT TO EXCEED $420,000 FOR PLANNING AND TECHNICAL SERVICES FOR THE CONNECTSF STREETS AND FREEWAYS STUDY AND AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE CONTRACT PAYMENT TERMS AND NON-MATERIAL CONTRACT TERMS AND CONDITIONS

WHEREAS, The Transportation Authority is collaborating with the San Francisco Municipal Transportation Agency (SFMTA) and the San Francisco Planning Department to facilitate the ConnectSF program, which is a multi-agency, collaborative, long-range planning process to build an effective, equitable, and sustainable transportation system for San Francisco's future; and

WHERAS, Phase 1 of ConnectSF defined a 50-year vision for San Francisco's future that represents San Francisco's goals and aspirations as a city within the larger Bay Area; and

WHEREAS, Phase 2 of ConnectSF, now underway, involves several major efforts that support the transportation vision, including the Transportation Needs Assessment (2018), Transportation Network Development for the San Francisco Transportation Plan (2018), Transit Corridors Study (2018-19) and Streets and Freeways Study (2018-19); and

WHEREAS, The Transportation Authority is seeking planning and technical services for the Streets and Freeways Study, which will identify a preferred future vision, combining urban design physical and operational concepts, for the network of major arterials and freeways within the city and will feed into the next countywide transportation plan update; and

WHEREAS, On August 30, 2018, the Transportation Authority issued a Request for Proposals (RFP) for planning and technical services; and

WHEREAS, The Transportation Authority received two proposals in response to the RFP by the due date of September 28, 2018; and

WHEREAS, A selection panel comprised of staff from the SFMTA, Planning Department, and Transportation Authority reviewed the proposals based on the evaluation criteria and interviewed both firms on October 10, 2018; and

WHEREAS, Based on the results of the competitive selection process, the selection panel recommended award of the contract to the highest-ranked firm of MSA Design & Consulting, Inc.; and

WHEREAS, The contract will be funded by federal Surface Transportation Program funds and a Prop K appropriation approved through Resolution 19-14; and

WHEREAS, The adopted Fiscal Year 2018/19 budget includes this year's activities and sufficient funds will be included in future fiscal year budgets to cover the remaining cost of the contract; and

WHEREAS, At its October 24, 2018 meeting, the Citizens Advisory Committee considered and unanimously adopted a motion of support for the staff recommendation; now, therefore, be it

RESOLVED, That the Transportation Authority hereby awards a two-year professional services contract to MSA Design & Consulting, Inc. in an amount not to exceed $420,000 for planning and technical services for the ConnectSF Streets and Freeways Study; and be it further

RESOLVED, That the Executive Director is hereby authorized to negotiate contract payment terms and non-material contract terms and conditions; and be it further

RESOLVED, That for the purposes of this resolution, "non-material" shall mean contract terms and conditions other than provisions related to the overall contract amount, terms of payment, and general scope of services; and be it further

RESOLVED, That notwithstanding the foregoing and any rule or policy of the Transportation

Authority to the contrary, the Executive Director is expressly authorized to execute agreements and amendments to agreements that do not cause the total agreement value, as approved herein, to be exceeded and that do not expand the general scope of services.

Attachment:
1. Scope of Services

Attachment 1
Scope of Services

The Transportation Authority is collaborating with the San Francisco Municipal Transportation Agency (SFMTA) and the San Francisco Planning Department to facilitate the ConnectSF program. Phase 2 of ConnectSF, now underway, involves several major efforts that support the transportation vision. Those efforts and the time frames in which they are anticipated to take place include: the Transportation Needs Assessment (2018), Transportation Network Development for the San Francisco Transportation Plan (2018), Transit Corridors Study (2018-19) and Streets and Freeways Study (2018-19). The Streets and Freeways Study will identify a preferred future Vision, combining urban design physical and operational concepts, for the network of major arterials and freeways within San Francisco. Driven at all stages by the ConnectSF Vision, this Study will build off the Transportation Needs Assessment and Network Development, review and incorporate previous and ongoing studies, consider potential changes to regional and local travel patterns, and apply national and international best practices to arrive at the optimal long-range freeway footprint and overall roadway operational conditions.

Specific tasks include:

1) project management;
2) an inventory of major roadway corridor concepts from existing and in-progress plans;
3) development and refinement of project concepts (freeway and pricing focus);
4) development of citywide streets mission statements, incorporating street typologies and modal policy priorities;
5) development of analysis framework;
6) evaluation of concepts and concept packages;
7) creation of recommendations and draft and final reports;
8) implementation strategy (optional); and
9) outreach (for context only, a separate consultant has been procured).

The tasks are detailed below:

TASK 1 – Project Management

Management of overall project tasks, invoice preparation, coordination meetings and correspondence.

Deliverable(s):

1. *Monthly project reporting and invoices by task*
2. *Weekly progress and coordination conference calls*
3. *Up to two in-person staff working sessions per-month with the ConnectSF study team through June 2019*

TASK 2 – Inventory of Major Roadway Corridor Concepts from Existing and In-progress Plans

This effort will begin with taking inventory of existing and in-progress plans (e.g. Bicycle Strategy, Vision Zero Strategy, Freeway Corridor Management Study (FCMS), Railyard Alignment and Benefits (RAB) Study) and proposed long-range concepts impacting the major arterials and freeways.

This effort will include documenting State Highway Operation and Protection Program (SHOPP) and Transportation Asset Management Plan (TAMP) efforts, State of Good Repair (SOGR), and Resilience by Design projects, including follow up coordination with the California Department of Transportation (Caltrans) and City and County of San Francisco staff. All documented SHOPP

projects, proposed SOGR, and proposed Resilience by Design projects will be summarized from their existing sources. This effort will also include documenting in-progress Intelligent Transportation System planning efforts in San Francisco, and new City and State safety and operation standards updates.

Deliverable(s):

1. *Table detailing planned SHOPP, TAMP, and other applicable concepts, projects, policies and plans*

TASK 3 – Development and Refinement of Project Concepts – Freeway and Pricing Focus

The project team will develop a range of design concepts for changes to major arterials and freeways identified through the Transportation Network Development process (see above). Where reasonable, the project team will consider in-progress and planned major land changes that can be expected to significantly impact or be impacted by any long-range freeway and major roadway design concepts.

Project concepts for each of the following components will be developed and refined for 2050, considering the analysis completed in the Needs Assessment and Network Development components of the ConnectSF program. It is expected that the development and refinement of project concepts will take place in an iterative way, overlapping to ensure no more than a duration of a total of five months.

a. Freeway Improvements

i. Interchanges and Ramps: Develop proposed interchange and ramp improvement project concepts including review and refinement of existing project concepts developed in previous and on-going studies.

ii. New Underground Transportation Facilities: Develop up to three project concepts and rough order of magnitude per mile cost, for vehicle and potential multi-modal tunnel facilities within San Francisco. Potential project limits and potential land use development capture strategies to fund the transportation improvements will need to be considered. Project concepts need to be developed with consideration for on-going Transit Corridors Study work and pre-existing major transit studies.

iii. Freeway Removal (optional): In association with the RAB Study or any successor studies generated from or with the Planning Department, the consultant will review and refine proposals for additional freeway removals (e.g. Central Freeway). If executed, this scope of work will occur in conjunction with Land Use plans.

b. Managed Lanes

i. Freeways High-Occupancy Vehicle (HOV)/Express Lanes: Incorporate the concepts developed from the FCMS Phases 1 and 2, plus develop strategies for the remaining freeway segments and the San Francisco-Oakland Bay Bridge approach (in collaboration with the Metropolitan Transportation Commission (MTC)). Develop a concept definition(s), implementation prioritization and Operation and Maintenance (O&M) cost estimates, and policy and legislative prerequisites.

ii. Local Streets and Roads HOV/High-Occupancy Toll (HOT): Develop a concept definition(s), implementation prioritization and O&M cost estimates,

and policy and legislative prerequisites for a network of surface street HOV/HOT lanes.

c. Pricing

i. Downtown Cordon Pricing: Incorporate and update the project concepts from the 2010 Mobility, Access and Pricing Study, and work in conjunction with any new decongestion pricing projects developed by the Transportation Authority in the coming months.

ii. Mobility as a Service (MaaS): Based on Treasure Island and District 10 MaaS work efforts, develop a proof of concept for a citywide service. This project concept relates to on-going work under the Transportation Authority's Emerging Mobility Services and Technology (EMST) and Treasure Island Mobility Management efforts and the SFMTA's Muni app development.

iii. Trip Cap: Leveraging project concepts currently being developed in the District 10 Mobility Management Study, refine and extrapolate to a citywide trip cap project concept.

iv. Road User Charge: Develop a project concept definition, implementation and O&M cost estimates, and a revenue estimate, and cite policy and legislative prerequisites.

v. Parking: Synthesize project work developed in SFPark and the 2016 San Francisco Parking Supply and Utilization Study.

d. Goods Movement and Urban Deliveries White Paper

i. What are the impacts of deliveries in San Francisco? Is there an impact to curb space availability? In conjunction with the scope of work outlined under Task 4.2, the consultant will support and work with the ConnectSF study team to deliver a short white paper outlining analysis of available data and questions for future study.

Deliverable(s):

1. *Memorandum with a collection of project fact sheets for each project concept, detailing the concepts and recommended policies, including supporting data, maps, and enough detail to describe the project, for ultimate submission in the SFTP and the Regional Transportation Plan/Sustainable Communities Strategy*

TASK 4 – Citywide Streets Mission Statements

As with Task 3, Task 4 will be completed by the consultant in association with the ConnectSF study team.

The citywide street typologies task is intended to inform design and policy priorities for roadways beyond major arterials and freeways. Ultimately, this task will develop a series of toolkits that accommodate the future 2050 mode split and develop the related mission statements for corridors defined in the Network Development. For example, a mission statement for a corridor could identify Franklin and Gough Streets as auto oriented streets, Van Ness Avenue as the transit street, and Polk Street as the bicycle and pedestrian oriented street. Additionally, where one street needs to fulfill all modal needs, the mission statement should address complete street ideas and identify pinch points or other issues. For example, Masonic Street between Fell Street and Geary Boulevard has complex design requirements because it needs to incorporate all modes of travel.

Attachment 1
Scope of Services

This task will consider and coordinate with the work of the standing multi-agency EMST and Travel Demand Management Working Groups to ensure that any new specific strategies developed as part of the mission statements, typologies and toolkits are consistent.

Task 4.1. Street Design

This task includes conducting an inventory of current San Francisco street classification systems and designations for streets and roads within the city, researching peer cities and their approach to typologies and street toolkits, and evaluating San Francisco's policies against those policies that are considered best practices. This task should reference the Better Streets Plan, and the Western and Central South of Market street hierarchies.

Deliverable(s):

1. *Memorandum summarizing street classification systems from peer cities and existing San Francisco guidance. The memorandum should also include an evaluation of current city practices vs best practices.*

Task 4.2. Develop street mission statements and toolkits

Based on 2065 Vision goals and objectives, corridors defined in Network Development and the background street design research from Task 4.1, the consultant, with support from the ConnectSF study team, will develop street mission statements that support the ConnectSF Vision.

The statements will follow similar typologies that prescribe general physical design, operational and policy interventions to different street types within a corridor. The street types may not be assigned to specific streets, but instead may follow more generic contexts that could be applied to specific streets. In addition to the findings from research in Task 4.1, mode priorities identified in the Network Development Task, street types utilize the surrounding urban form and built environment.

The total number of street types will be constrained to no more than 16-20 types (3-4 modes x 3-4 build environments, with an additional 3-4 for critical street types) with the intent to capture the most common and illustrative typologies (e.g. Alameda County Complete Street Guidelines). This will allow for 3-4 modal priorities and 3-4 scales of built environments to be matrixed against one another. The additional 3-4 typologies will be reserved for critical street types that are not covered by the more generic 16 street types. Tools, strategies and actions will be developed with the consultant, with support from the ConnectSF study team. Leveraging the already procured outreach consultant for Phase 2, the consultant will work with the ConnectSF study team to participate in at least one charrette to engage various stakeholders in development of the street typologies and potential uses (see Task 9 below).

The future typologies will consider the following components:

Achieving Vision Zero: The Vision Zero Action Strategy, and additional recommendations from advocacy groups will ensure future recommendations for San Francisco's streets contribute to eliminating traffic fatalities, and will create public realm spaces that ensure safe streets, safe people and safe vehicles. Ultimately, the consultant, with support from the ConnectSF study team, must ensure that future projects for San Francisco Streets consider what it would take to achieve Vision Zero.

Citywide bike network: The SFMTA has a street classification system, and is in the process of developing greenways in conjunction with the Bike Strategy. The consultant will take into account the most current thinking from SFMTA staff with regard to bike infrastructure.

Attachment 1
Scope of Services

Curb Management Strategy: The proposed Curb Management Study proposes that the SFMTA and the Transportation Authority develop an inventory of curb space and curb use throughout the city in addition to demand for curb space by user and mode type. The results of this study will inform potential pilot programs to test with emerging mobility companies and ultimately produce a curb management strategy. The results of the curb management study and pilot would shape the final curb management strategy. This strategy should prioritize outcomes identified in the City's Guiding Principles for EMST. Furthermore, the strategy should aim to reduce conflicts between vehicle loading needs behavior and vulnerable roadway users including people walking and bicycling. The consultant will consider the above studies when developing future street typologies.

Updated Metropolitan Transportation System (MTS): Updates to the MTS street designations based on the developed mission statements and typologies will be considered. The MTS network includes roadways recognized as 'regionally significant' and includes all interstate highways, state routes, and portions of the street and road system operated and maintained by the local jurisdictions (San Francisco).

Deliverable(s):

1. *Participation and creation of materials for stakeholder charrette for development of streets classification system*
2. *Memorandum on San Francisco Streets Mission Statements, including operational and policy interventions for different street types within a corridor, typical street sections and general design considerations for street zones by typology and modal priority*

TASK 5 – Develop Analysis Framework

The consultant will develop the analysis framework and methodology for evaluating project concepts and concept packages, drawing from Needs Assessment metrics and findings and with support from the ConnectSF study team. The analysis framework will be developed as a high-level analysis to identify concepts, projects, and programs developed in Task 3 and to the extent feasible, Task 4, that have the most potential to achieve the ConnectSF Vision transportation goals and objectives. Potential factors include overall Vehicle Miles Traveled reduction and congestion mitigation and how well projects and policies meet the ConnectSF Vision goals. This task will also help set the stage for policy and operational tradeoffs to be considered in Task 6, evaluation.

Deliverable(s):

1. *Technical memorandum detailing the analysis framework methodology*

TASK 6 – Evaluation of Concepts and Concept Packages

Using the framework developed in Task 5, the consultant, with support from the ConnectSF study team, will evaluate concept and concept packages and present results in a strategy matrix and accompanying technical memorandum.

The consultant will categorize concepts, projects, and programs evaluated as having a high or medium level benefit into short-, medium-, and long-range timeframes.

Concepts, projects, or programs that are either substantially similar or dependent in design and operation may be grouped or combined for this screening evaluation. The evaluation may be qualitative/rough order of magnitude in nature (e.g., high, medium, low, no, or negative benefit, by metrics defined in the Needs Assessment) due to the limited time frame for completion of this effort and incomplete, high-level project details.

This task will ensure there is a relationship between any freeway vision strategies and major arterials network plans, and backcheck street mission statements and typologies against the future on-street transit network, bike network and freight network.

The outcome of this task is a long-term vision statement, defined by a list of prioritized project and policy recommendations.

Deliverable(s):

1. *Streets and Freeways vision statement, a list of prioritized project and policy recommendations, including illustrative design graphics to fully articulate the vision and its potential broad benefits*

TASK 7 – Create Recommendations and Draft and Final Streets & Freeways Study Report

Building off Task 6, the consultant, with support from the ConnectSF study team, will produce a final report with recommendations for top tier project concepts and policy recommendations for consideration in the SFTP 2050 as potential next steps for streets as outlined in Task 4.

Deliverable(s):

1. *Streets and Freeways Draft and Final Report, including final prioritizations*

San Francisco County Transportation Authority

1455 Market Street, 22nd Floor
San Francisco, California 94103
415.522.4800 FAX 415.522.4829
info@sfcta.org www.sfcta.org

Memorandum

Date: October 18, 2018

To: Transportation Authority Board

From: Jeff Hobson – Deputy Director for Planning

Subject: 11/13/18 Board Meeting: Approve a Two-Year Professional Services Contract with MSA Design & Consulting, Inc. in an Amount Not to Exceed $420,000 for Planning and Technical Services for the ConnectSF Streets and Freeways Study

RECOMMENDATION ☐ **Information** ☒ **Action**

- Approve a two-year professional services contract with MSA Design & Consulting, Inc. (MSA) in an amount not to exceed $420,000 for planning and technical services for the ConnectSF Streets and Freeways Study
- Authorize the Executive Director to negotiate contract payment terms and non-material terms and conditions

☐ Fund Allocation
☐ Fund Programming
☐ Policy/Legislation
☐ Plan/Study
☐ Capital Project Oversight/Delivery
☐ Budget/Finance
☒ Contract/Agreement
☐ Other:

SUMMARY

We are seeking consultant services to provide planning and technical for the Streets and Freeways Study (Study), which is part of Phase 2 of the ConnectSF citywide long-range transportation planning program. The Study will identify a preferred future vision for San Francisco, combining urban design physical and operational concepts, for the network of major arterials and freeways within the city. The study will consider freeway redesign, pricing, HOV (carpool)/HOT lanes and goods movement. It will also develop street typologies to help inform modal priorities. Recommendations from the Study will feed into the next countywide transportation plan update. We issued a Request for Proposals (RFP) in August. By the proposal due date, we received two proposals. Following interviews with both firms, the multi-agency selection panel recommended MSA to provide the requested services.

DISCUSSION

Background.

The Transportation Authority is collaborating with the San Francisco Municipal Transportation Agency (SFMTA) and the San Francisco Planning Department to facilitate the ConnectSF program. Phase 1 of ConnectSF defined a 50-year vision for San Francisco's future that represents San Francisco's goals and aspirations as a city within the larger Bay Area. The vision will be used as a framework for future studies related to transportation and land use planning in San Francisco and

constitutes ConnectSF's first phase of work. The vision is available on connectsf.org/about/components/vision

Phase 2 of ConnectSF, now underway, involves several major efforts that support the transportation vision. Those efforts and the time frames in which they are anticipated to take place include: the Transportation Needs Assessment (2018), Transportation Network Development for the San Francisco Transportation Plan (2018), Transit Corridors Study (2018-19) and Streets and Freeways Study (2018-19).

The outcome of Phase 2 will be a prioritized list of projects and strategies that are needed to move the city towards meeting the goals and objectives agreed upon in the Phase 1 Vision. Phase 3 of ConnectSF will include an update to the countywide transportation plan or San Francisco Transportation Plan (SFTP 2050) and a new Transportation Element of the City's General Plan.

The Streets and Freeway Study will build off the Transportation Needs Assessment and Network Development, review and incorporate previous and ongoing studies, consider potential changes to regional and local travel patterns, and apply national and international best practices to arrive at the optimal long-range freeway footprint and overall roadway operational conditions. It will focus on the transformative opportunities to improve the City's freeways and major streets and roads and will develop a citywide street typology. The result of this Study will be a screened, preliminarily phased list of potential projects and operational strategies and polices for further planning, refinement, and consideration for inclusion in the SFTP 2050. The consultant, with support from the ConnectSF study team, will coordinate closely with other interagency efforts on Emerging Mobility Services and Technology and Transportation Demand Management.

On behalf of the ConnectSF agencies, we have already contracted with Civic Edge Consulting to provide strategic communications, media and community relations services to support this Study and the other ConnectSF Phase 2 efforts.

Procurement Process.

We issued a RFP for planning and technical services for the Study on August 30, 2018. We hosted a pre-proposal conference at our offices on September 10, which provided opportunities for small businesses and larger firms to meet and form partnerships. Fifteen firms attended the conference. We took steps to encourage participation from small and disadvantaged business enterprises, including advertising in six local newspapers: the San Francisco Chronicle, San Francisco Examiner, Nichi Bei, the Small Business Exchange, the Western Edition and the San Francisco Bayview. We also distributed the RFP and questions and answers to certified small, disadvantaged and local businesses, Bay Area and cultural chambers of commerce, and small business councils.

By the due date of September 28, 2018, we received two proposals in response to the RFP. A selection panel comprised of Transportation Authority, San Francisco Planning Department and SFMTA staff evaluated the proposals based on qualifications and other criteria identified in the RFP, including the proposer's understanding of project objectives, technical and management approach, and capabilities and experience. The panel selected both firms to interview on October 10. Based on the competitive process defined in the RFP, the panel recommends that the Board award the contract to the highest-ranked firm: MSA. The MSA team distinguished itself through strong references and awareness of transportation issues. The team members have many years of experience and have worked on numerous San Francisco projects.

We established a Disadvantaged Business Enterprise (DBE) goal of 14% for this contract. Proposals from both firms met or exceeded the goal. The MSA team includes 34% DBE participation from subconsultant, IDS California, a Hispanic-owned and San Francisco-based firm.

FINANCIAL IMPACT

This contract will be funded by federal Surface Transportation Program funds and a Prop K appropriation that is pending approval on its second read at the October 23, 2018 Board meeting. The adopted Fiscal Year 2018/19 budget includes this year's activities. Sufficient funds will be included in future fiscal year budgets to cover the remaining cost of the contract.

CAC POSITION

The CAC unanimously adopted a motion of support for this item at its October 24, 2018 meeting.

SUPPLEMENTAL MATERIALS

Attachment 1 – Scope of Services