



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Public Works
Department No.: 054
For Agenda Of: January 12, 2021
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director: Scott D. McGolpin, Public Works Director, 568-3010
Contact Info: Chris Sneddon, Deputy Director, Transportation, 568-3064
SUBJECT: County of Santa Barbara Active Transportation Plan; County Project No. 740533; All Supervisorial Districts

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the attached Agreement for Services of Independent Contractor (Agreement) with Fehr & Peers, 600 Wilshire Boulevard, Suite 1050, Los Angeles, CA 90017, in the base contract amount of \$409,995 to prepare a countywide Active Transportation Plan (ATP);
- b) Authorize the Director of Public Works or designee, to approve amendments within the scope of the Statement of Work in the Agreement with Fehr & Peers including extensions to the terms of the Agreement required to complete their work, in an amount not to exceed \$68,500, which includes \$25,000 for additional public engagement if needed, for a total not to exceed authorization of \$478,495; and
- c) Determine that the above actions are not a project and, therefore, are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15060(c)(3) and 15378(b)(5).

Summary Text:

This item is on the agenda to award a contract to Fehr & Peers to prepare a countywide ATP. On September 28, 2020, Public Works initiated a competitive bid process, soliciting proposals from firms with expertise in transportation planning, traffic engineering, and public outreach to help prepare

the ATP. Public Works received five proposals, which were reviewed, scored, and ranked by a Selection Committee comprised of staff from different departments in the County and outside agencies. The firms with the three highest ranked proposals were interviewed. After reviewing proposals and conducting interviews, Fehr & Peers received the highest score based on the scoring criteria defined in the Request for Proposals. Therefore, staff recommends that the Board of Supervisors approve the Agreement based on Fehr & Peers’ demonstrated competence and professional qualifications. The Agreement with Fehr & Peers (Attachment A) includes \$68,500 in contingency funds for unforeseen expenses and additional funding for specialized public engagement efforts to reach underrepresented and disadvantaged communities. The total payment to contractor will not exceed \$478,495. The balance of the grant is for county staff time associated with project management and grant administration.

Background:

Public Works and Planning & Development received a Caltrans Sustainable Transportation Planning Grant in the amount of \$536,500 to prepare the County’s ATP. The Sustainable Transportation Planning Grant Program was created to support Caltrans’ mission to “provide a safe, sustainable, integrated and efficient transportation system to enhance California’s economy and livability.” Approximately \$17 million in state road and highway maintenance and rehabilitation funding is distributed through a competitive grant program. The Sustainable Communities Transportation Planning Grant will fund the development of the County’s ATP. The ATP will be used to pursue future funding for the design and construction of proposed pedestrian and bicycle facilities, identify potential emissions reduction strategies for the Energy and Climate Action Plan update, and help identify priority corridors for the Circulation Element update. The project deliverables include: a robust and engaging public outreach strategy; an existing conditions analysis and user needs assessment; review of cutting-edge big data sources; a prioritized list of projects with cost estimates and implementation strategies; and an innovative plan that can serve as a blueprint for other rural and coastal counties in the state.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

| <u>Funding Sources</u> | <u>Total One-Time Project Cost</u> | | |
|---|---|--|--|
| Sustainable Transportation Planning Grant | \$ 423,612.00 | | |
| County Local Match | \$ 54,883.00 | | |
| Total | \$ 478,495.00 | | |

Narrative:

The Sustainable Transportation Planning Grant reimburses 88.53% of expenditures. The grant is funded with state gas tax. County General Fund and Transportation Development Act-Local Transportation Funds (TDA-LTF) will provide the required local match for the grant program.

Key Contract Risks:

There is low risk associated with this Agreement. The Agreement allows the County to terminate the Agreement upon thirty days written notice for convenience, and costs are not incurred until work is performed by the Contractor.

Special Instructions:

Please email or telephone Gail Ocheltree (gochelt@cosbpw.net), extension 83094 for pickup:

- A certified, stamped Minute Order approving these recommendations
- One complete original Contract to remain with Clerk of the Board. One duplicate original signature page to be returned to Public Works.

Attachments:

Attachment A: Agreement for Services of Independent Contractor for County of Santa Barbara Active Transportation Plan, County Project No.740533

Exhibit A: Statement of Work

Exhibit B: Payment Arrangements

Exhibit B1: Schedule of Fees

Exhibit C: Indemnification and Insurance Requirements

Authored by:

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