

REPORT TO SHASTA COUNTY RTPA

SUBJECT	MEETING DATE	ITEM NUMBER
Authorize Distribution of Request for Proposals (RFP) for Riverside Avenue/Interstate 5 Interchange Area	02/28/06	7

RECOMMENDATION

It is recommended that the Agency approve distribution of a Request for Proposal (RFP) to develop a Traffic Impact Fee Program for the Riverside Avenue/Interstate 5 Interchange area.

SUMMARY

The City of Anderson has requested an alternatives analysis and traffic impact fee study for the Riverside Avenue/Ox Yoke Drive corridor between State Route 273 and Airport Road. The recommended action would authorize distribution of an RFP. A consultant would be approved at the April agency meeting.

DISCUSSION

The attached letter from the City of Anderson requests a traffic improvement analysis and traffic impact fee program for the Riverside Avenue/Ox Yoke Drive corridor between State Route 273 and Airport Road. Portions of the study area are within unincorporated Shasta County. The County Department of Public Works has provided the attached letter supporting the study.

The study corridor is shown on the attached map. Anderson is beginning to see a high level of development interest in the area. The interchange at Riverside Avenue and Interstate 5 will be the focal area of the study; however, minor improvements will likely be needed east to Airport Road and west to State Route 273. The interchange was included in the 1996 Shasta County Interchange Study. This will build on that effort.

Once needed transportation improvements are identified, a Traffic Impact Fee Program will be prepared for adoption by the Anderson City Council and Shasta County Board of Supervisors. The scope of work includes several meetings and workshops to ensure broad public and agency participation as the program develops. The study will also assist Caltrans in developing twenty-year plans for the I-5 corridor and area interchanges.

This effort will dovetail into a subsequent Project Study Report (PSR) with more detailed engineering for improvements at the interchange. The RTPA proposes to fund the PSR effort with portions of Planning, Programming and Monitoring (PPM) funds beginning in July 2006.

The RTPA would take the lead in selecting and managing the consultant. The RTPA would work in partnership with Anderson, the county and Caltrans to ensure their needs are met. Ultimately, those agencies would be approving the program and PSR.

RTPA projects such as these are a cost-effective use of planning funds for several reasons: They alleviate the need for local agencies to commit extensive staff time and financial resources; they allow early reservation of future right-of-way; they assist the development community by providing predictable and

equitable traffic mitigation; they provide added opportunities for public/agency involvement; and, they result in delivery of needed transportation projects. Local agencies have been encouraged to pursue similar studies in other areas. The county and City of Redding have expressed interest in RTPA funding of a fee program in the unincorporated area and Redding fringe areas. This item may appear on the April agenda.

ALTERNATIVES

The Agency could choose not to distribute the RFP. This is not recommended because the need to establish transportation funding mechanisms is well-documented and adequate planning funds are available to support the request.

OTHER AGENCY INVOLVEMENT

The recommendation supports a request by the City of Anderson. Shasta County concurs with the need for the study and fee program. The Technical Advisory Committee (TAC) supports this recommendation.

FINANCING

The RTPA currently has approximately \$40,000 in this years OWP and \$150,000 in next years OWP budgeted for Phase A work, and similar Traffic Impact Fee Program requests that may come from other agencies. Beginning July 1, 2006, \$40,000 in STIP funds are projected to be available for the Phase B PSR work, and any other agency requests to prepare PSRs.

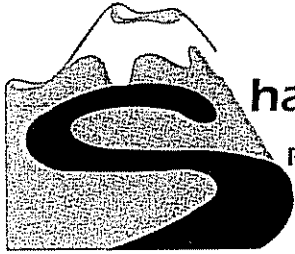
for



Daniel J. Kovacich, Executive Officer

DSL/jac

Attachment: Request For Proposals (without prior interchange study)
Study Area Map
City of Anderson Request Letter
Shasta County Support Letter



Shasta County

Regional Transportation
Planning Agency

1855 Placer Street • Redding, CA 96001 • (530) 225-5661 • FAX (530) 225-5667
E-Mail shasroad@snowcrest.net • HOME PAGE www.scrtpa.org

Daniel J. Kovacich, Executive Officer

SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY (RTPA)
REQUEST FOR PROPOSAL (RFP)

**INTERSTATE 5/RIVERSIDE AVENUE INTERCHANGE TRAFFIC IMPACT FEE PROGRAM
AND PROJECT STUDY REPORT**

1. Introduction

The Shasta County RTPA is seeking proposals for the following two projects related to the Interstate 5/Riverside Avenue Interchange:

1. Phase A: Traffic Impact Fee Program (TIF)
2. Phase B: Project Study Report (CT)

Phase A work would be authorized in April. Phase B work, depending on consultant performance and scheduling, would be authorized in July. This Request For Proposal (RFP) invites qualified and experienced firms to submit proposals no later than March 31, 2006. Separate work plans are requested for each phase, with separate budgets on a time and materials basis.

2. Background

In 1996, the RTPA adopted the Shasta County Interchange Improvement Study. Chapter 3 included traffic analysis, and improvement alternatives for the Interstate 5/Riverside Avenue Interchange.

There is presently a great deal of development interest in the corridor between the Ox Yoke Drive/State Route 273 and Riverside Avenue/Airport Road intersections as shown on the attached map. The City of Anderson has requested that the RTPA provide updated traffic analysis for the entire corridor and develop a TIF. Information from the attached 1996 study would serve as the basis for evaluations. Information from the TIF would dovetail into a Phase B PSR for the interchange.

3. Scope of Work

The RTPA is requesting a single proposal with separate work plans and schedules for Phase A and B work. The consultant team should have substantial experience in preparing both TIFs and PSRs and demonstrate adequate availability of staff to complete the work on schedule. Phase A work would be authorized in April, 2006. Phase B will require a separate authorization to occur as early as July 2006. Notwithstanding unforeseeable project circumstances, Phase B will only be authorized if, in the judgment of RTPA and City of Anderson staff, work is satisfactorily completed within schedule and budget.

It is envisioned that the RTPA would utilize in-house staff or other agency staff resources for environmental screening, limited and basic traffic modeling, and to manage public outreach. The scope of work for this RFP will require the understanding of Caltrans District 2 PSR requirements and approval procedures, traffic modeling, and applicable laws relating to TIF programs such as AB 1600. The firm(s) selected should have previous experience working on such projects with regional agencies, local governments, Caltrans, and the Federal Highway Administration (FHWA). Experience and familiarity with working in Shasta County and/or Caltrans District 2 is preferable.

Phase A will be funded with Federal Planning Funds through the OWP. Phase B will be funded through the Planning, Programming and Monitoring Funds to be programmed in the first year of the 2006 State Transportation Improvement Program (STIP).

Generally, the envisioned scope of work is as follows:

Phase A: Corridor Analysis and TIF

Utilizing the attached Interstate 5/Riverside Avenue Interchange analysis as a foundation, provide the following for the entire corridor between the Ox Yoke Drive/State Route 273 and Riverside Avenue/Airport Road intersections as shown on the attached map.

1. Inventory existing information available for the effort and determine data needs (i.e., Shasta County Travel Demand Model, land use/growth information, traffic counts, other studies, etc.)
2. Existing and future mainline and intersection conditions (i.e., traffic counts, modeling, capacity analysis, levels of service, etc.)
3. Preliminary design alternatives of sufficient detail for a TIF program and consistent with future needs for an interchange PSR.
4. Process to select preferred alternative involving local agency, Caltrans staff, and the public.
5. Cost estimates for selected improvements.
6. Development of zones of benefit and a traffic impact fee program pursuant to applicable laws related to Assembly Bill 1600.
7. Assist RTPA, Caltrans and local agency coordination efforts through periodic meetings.
8. Participate in at least two advertised community meetings.
9. Prepare a Draft TIF Ordinance with required findings for adoption by the Anderson City Council and Shasta County Board of Supervisors.
10. Provide and document above information in series of work papers.

The work plan for Phase A should demonstrate that all information collected will be of sufficient detail and suitable format to easily incorporate into the PSR.

The above scope of work is suggested. The RTPA encourages and appreciates proposals with alternatives that would foster more timely and effective completion of the work and better integrate consultant services with RTPA, Caltrans or local agency staff resources. It is understood that costs will vary by each consultants approach and understanding of RTPA needs.

Phase B: Interstate 5/Riverside Avenue PSR

After completion, or near completion of Phase A, a new authorization may be authorized for Phase B work. The RTPA encourages proposals with work plans and schedules, which in the consultants experience, results in a relatively fast, efficient, and cost-effective process that delivers an approved PSR. As noted in Phase A above, the work plan should demonstrate appropriate use of prior information and utilization of agency staff. The work plan, schedule, and budget should be similar in detail and format to those prepared for Phase A. Deliverables, key tasks, and personnel by task need to be clear. The work plan needs to demonstrate a clear understanding of Caltrans/FHWA requirements, Caltrans District 2 procedures, and local agency needs.

4. Proposal Requirements

The proposal should contain:

1. Statement of understanding of the scope of this solicitation.
2. List of personnel who would be on the project team, consistent with staff shown in the project budget. Include a summary of academic qualifications, certifications, and work experience.
3. Separate work plans and schedules for Phase A and B work.
4. In a single, separate envelope, include a proposed fee schedule on a time (by personnel) and materials basis.

5. Proposal Submittal

One original of the proposal, signed by an officer of the firm, and three copies must be received in the RTPA office no later than 5:00 p.m. on March 31, 2006. The proposal package should be sealed and clearly labeled "Proposal for Interstate 5/Riverside Avenue Interchange TIF and PSR." It should be mailed or delivered to the attention of Mr. Dan Little, AICP, Senior Planner, Shasta County RTPA, 1855 Placer Street, Redding, California, 96001.

All proposals will become the sole property of the Shasta County RTPA and a part of its official records without obligation on the part of the Shasta County RTPA.

Evaluation Criteria

The contract will be awarded to the responsible firm whose proposals are determined to be the most advantageous to the RTPA. The factors to be considered in the evaluation of the proposals are as follows:

	<u>Points</u>
1. Technical approach/understanding of the scope of this solicitation	20
2. Technical qualifications and experience of the firm	20
3. Ability to meet project deadlines and attend brief meetings and site visits with little or no advance notification	20
4. Firm's past record in performing similar projects	20
5. Familiarity and experience with Shasta County's local jurisdictions, Caltrans, District 2, and FHWA	20
<u>Total Points</u>	<u>100</u>

Evaluation Procedure

All proposals will be evaluated by a panel, which may include RTPA staff and appropriate personnel from other agencies. Those firms felt to have the requisite skills and experience for this project will be evaluated based on the criteria listed above. The evaluation may include an interview as determined by the panel. After the firms have been rated, the sealed envelopes containing the time and materials costs will be opened to assist the RTPA in negotiating the contract amount for services. The firm(s) receiving the highest ranking will be asked to enter into the negotiations stage.

If an agreement cannot be reached with the number one selection, then the negotiations will be terminated. Negotiations will be opened with the second choice and the process repeated. Once negotiations are terminated, the RTPA will not reopen negotiations with that firm during this process. If agreement cannot be reached with any of the firms originally selected, the selection committee will be asked to make additional recommendations or to hold additional oral interviews, as necessary, to establish a new list. Upon attainment of an agreement, it will be reviewed and approved by RTPA Counsel. It will then be presented to the RTPA Board for approval.

Execution of Agreement

The selected firm will be required to enter into a contract with the RTPA in a format acceptable to the RTPA.

Insurance Requirements

Without limiting Shasta County RTPA's right to obtain indemnification from CONTRACTOR or any third party, CONTRACTOR, at its sole expense, shall maintain in full force and affect the following insurance policies throughout the term of the contract:

a. Comprehensive general liability insurance with coverage of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. Comprehensive general liability insurance policies shall name Shasta County RTPA, its officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under the terms of the contract are concerned. Such coverage for additional insured shall apply as primary insurance or self insurance and any other insurance, maintained by the Shasta County RTPA, its officers, agents, and employees, shall be given excess only and not contributing with insurance provided under the CONTRACTOR's policies herein.

b. Comprehensive automobile liability insurance with limits for bodily injury of not less than \$25,000 per person, \$250,000 per accident, and for property damages of not less than \$50,000, or such coverage with a combined single limit of \$250,000.

c. Professional liability insurance of at least \$1,000,000.

d. Worker's compensation insurance as required by law. This insurance shall not be cancelled or changed without a minimum of (30) thirty days advance written notice given to the Shasta County RTPA. CONTRACTOR shall provide certification of said insurance to the Shasta County RTPA within twenty-one (21) days of the date of the execution of the contract. Such certification shall show, to Shasta County RTPA's satisfaction, that such insurance coverage's have been obtained and are in full force; that the Shasta County RTPA, its officers, agents, and employees will not be responsible for any premiums on the policies; that as and if required such insurance names the Shasta County RTPA, its officers, agents and employees individually and collectively as additional insured (comprehensive and general liability only), but only insofar as the operations under the contract are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self insurance, maintained by the Shasta County RTPA, its officers, agents, and employees, shall be excess only and not contributing with insurance provided under the CONTRACTOR's policies herein; and that this insurance shall not be cancelled or changed without a minimum of thirty (30) days advance, written notice, given to the Shasta County RTPA.

In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, the Shasta RTPA may, in addition to other remedies it may have, suspend or terminate the contract upon the occurrence of such event.

Disadvantaged Business Enterprise (DBE) Participation

This project is subject to 49 CFR Part 26, Code of Federal Regulations entitled "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs." The Regulations in their entirety are incorporated herein by reference.

It is the policy of the RTPA that disadvantaged business enterprises (DBEs), as defined in Part 26, Title 49 CFR, shall be encouraged to participate in the performance of contracts financed in whole or in part with federal funds. The Contractor should ensure that DBEs, as defined in Part 26, Title 49 CFR, have the opportunity to participate in the performance of this contract and shall take all necessary and reasonable steps, as set forth in Part 26, Title 49 CFR, for this assurance. The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts. Failure to carry out the requirements of this paragraph shall constitute a breach of contract and may result in termination of this contract or other remedy the RTPA may deem appropriate.

Contractors shall be fully informed respecting the requirements of the Regulations and are urged to obtain DBE participation in this project, although there is no specific goal for DBE participation.

Caltrans has engaged the services of a contractor to provide supportive services to contractors and subcontractors to assist in obtaining DBE participation on federally funded construction projects. Bidders and potential subcontractors should check the Caltrans website at <http://www.dot.ca.gov/hq/bep> to verify the current availability of this service.

Budget & Billing Format

RTPA staff will do a cost analysis of the proposed budget. Under various circumstances the budget could be subject to pre-audit and/or the final cost subject to post audit by the RTPA or Caltrans division of Audits and Investigations. The allowability of individual items of cost will be determined by 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. Seq. The Contractor will also be required to comply with 49 CFR, Part 18, and Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments. The Contractor should have an accounting system capable of segregating direct cost from indirect costs per the above-cited regulations. The Contractor and Subcontractors will comply with all applicable laws and maintain books, documents, papers, and accounting records for a period of three years from the date of the final payment.

Conflict of Interest

The prospective contractor shall disclose any financial, business, or other relationship with the Shasta County RTPA that may have an impact on the selection.

Request for Proposal
March 1, 2006
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Reservations

The RTPA reserves the right to reject any and all proposals, and to waive any informality, technical defect, or clerical error in any proposal as the interest of the RTPA may require.

If you have any questions concerning this proposal, please contact Dan Little of this office, telephone 530/245-6819.

Very truly yours,

Daniel J. Kovacich, Executive Officer
Shasta County Regional Transportation
Planning Agency (MPO)

DJK/DSL/jac

Attachment A

TITLE VI ASSURANCE

Shasta County, in accordance with the Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-4 and Title 49, Code of Federal Regulations, department of Transportation, Subtitle A, Office of the Secretary, Part 21 Nondiscrimination in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration of an award.

Request for Proposal
March 1, 2006
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bcc: Jeff R. Schwein, Lumos & Associates
Nick Benore, IMS
Russ Wenham, Omni-Means
Willdan, Mort August
Fehr and Peers, David Robinson
DKS,
Dowling Associates, Inc., Michael N. Aronson
Wood Rodgers,





**CITY OF
ANDERSON**

December 19, 2005

Shasta County Regional Transportation Planning Agency
Attn: Dan Kovacich
1855 Placer Street
Redding, CA 96001

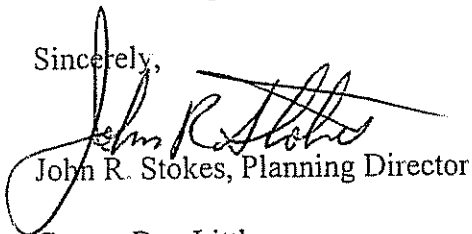
Subject: Riverside Interstate 5 Interchange Study

Dear Dan:

The City of Anderson is requesting an augmentation to our 2005/2006 Overall Work Program Allocation to fund a study of the Riverside Avenue Interstate 5 Interchange. Specifically the City proposes to review the Old Interchange Study prepared for the Riverside Ave. Interchange revisiting the alternative outlined in the study as well as identifying an alternative not considered in the original study. The scope of the study would include the Riverside/Ox Yoke corridor from North Street to State Route 273. Finally the City wants to establish a fee program to fund the needed improvements.

Due to impending development proposals for commercial lands in the vicinity of the interchange the City feels it is important to move forward with this study this fiscal year. We are looking for funding to follow up next fiscal year with a PSR as the next step in meeting the growth demands at this interchange.

Sincerely,

A handwritten signature in black ink, appearing to read "John R. Stokes", is written over the word "Sincerely," and the printed name below it.

John R. Stokes, Planning Director

Cc Dan Little
1855 Placer Street
Redding, CA 96001

Scott Morgan, City Manager
City of Anderson

Richard Barchus, Public Works Director
City of Anderson



Shasta County

DEPARTMENT OF PUBLIC WORKS

1855 PLACER STREET
REDDING, CA 96001-1759
530 225-5661 530 225-5667 FAX
800 479-8022 California Relay Service at 700 or 800-735-2922

PATRICK J. MINTURN
DIRECTOR

January 25, 2006

FSP 020014

Dan Kovacich, Executive Officer
Regional Transportation Planning Agency
1855 Placer Street
Redding, CA 96001

Subject: Riverside Avenue/Ox Yoke Corridor

Dear Dan:

We have reviewed the City of Anderson's request to the Regional Transportation Planning Agency (RTPA) to fund a traffic study and fee program in the Riverside/Ox Yoke corridor, including the Interstate 5 Interchange. A portion of the corridor is within Shasta County, and this letter is to express our support for the study. Also, our staff would be happy to participate in development of the plan.

If you have any questions, please contact Pat Minturn at 225-5661 or email pminturn@co.shasta.ca.us.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Patrick J. Minturn", is written over a horizontal line.

Patrick J. Minturn, Director

PJM/jac

cc: John Stokes, Planning Director
City of Anderson