

STAFF REPORT



MEETING DATE:	October 21, 2021
SUBJECT:	Approve Technical Services Agreement for Providing Environmental Support Services for the 2022 Regional Transportation Plan
AGENDA ITEM:	5-10
STAFF CONTACT:	Sean Tiedgen, AICP, Senior Transportation Planner

SUMMARY:

Environmental support services are needed to prepare the 2022 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). A request for proposals (RFP) was issued twice with only one proposal submitted. Staff recommends awarding a contract to ECORP Consulting, Inc., (ECORP).

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Authorize the executive director to enter into a technical services agreement with ECORP Consulting, Inc., to provide environmental support services for the 2022 RTP/SCS, for a term ending June 30, 2024, not to exceed a total of \$79,960; and
2. Authorize the executive director to amend the technical services agreement up to a not-to-exceed amount of \$91,954 for unanticipated costs.

DISCUSSION:

Environmental support services are needed to support the development and adoption of the 2022 Regional Transportation Plan and Sustainable Communities Strategy. Key activities include:

- Preparing an initial study, notice of preparation, supplemental environmental impact report, and mitigation monitoring and reporting program;
- Modeling the air quality and greenhouse gas emissions reduction benefits of RTP/SCS strategies; and
- Assisting SRTA in preparing and submitting technical data and reports to state agencies related to the greenhouse gas emission reduction goals for the 2022 RTP/SCS.

Staff issued a request for proposals on August 30, 2021, for a three-week period with no proposals received. Several consultants were contacted. The primary factors in proposals not submitted was consultant staff availability and workload. The RFP was reissued on September 23, 2021. One proposal was submitted from ECORP. Staff reviewed ECORP's proposal and found it responsive to the RFP scope, budget, and schedule. Staff recommends the board of directors award the contract

to ECORP as they are qualified to do the work and the proposal is responsive to SRTA's needs. The proposal is available for review upon request.

Staff is asking the board of directors to allow the executive director to approve amendments to the contract budget by an additional \$11,994 (15% of contract budget) for unanticipated costs, which is allowable within SRTA's policies. While staff has prepared for an exhaustive process, such unanticipated activities may include, but is not limited to:

- Recirculation of the draft environmental impact report based on comments receiving during public review; or
- Preparation of additional technical studies or air quality modeling not previously anticipated by SRTA or consultant to respond to state agency review on how the adopted 2022 RTP/SCS plans to meet regional greenhouse gas emissions reduction targets.

ALTERNATIVES:

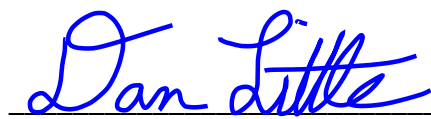
The board of directors may direct staff to reissue the RFP a third time to see if additional proposals might be submitted. It is unlikely that consultant staff and workload issues have changed within the past month.

OTHER AGENCY INVOLVEMENT:

SRTA is coordinating with the cities of Anderson, Redding, and Shasta Lake, county of Shasta, and Caltrans District 2 to include transportation projects in the 2022 RTP/SCS anticipated to be built over the next twenty years. The environmental review of the 2022 RTP/SCS provides a high-level assessment of the potential environmental impact those projects may have on the region. Detailed environmental review of those projects is conducted by each agency.

FISCAL IMPACT:

ECORP's proposed budget for the work is \$79,960. SRTA included an option to allow for an additional 15 percent of the initial contract amount for unanticipated costs. Compensation under this contract will not exceed \$91,954, without board approval. The work is reimbursed through FHWA Planning funds under Work Element 701.01 – Regional Transportation Plan, of the Overall Work Program.



Daniel S. Little, AICP, Executive Director