

STAFF REPORT



MEETING DATE:	September 13, 2016
SUBJECT:	Authorize Executive Director to Execute a Technical Services Agreement with \\Name of consultant\\ to Develop the GoShasta Regional Active Transportation Plan and City of Redding Active Transportation Plan
AGENDA ITEM:	9
STAFF CONTACT:	Keith Williams, Associate Transportation Planner, AICP

STAFF RECOMMENDATION:

It is recommended that the board of directors authorize the executive director to execute a Technical Services Agreement with \\Name of Consultant\\ to develop the GoShasta Regional Active Transportation Plan and city of Redding Active Transportation Plan, for a term ending December 31, 2018, not to exceed \$XXX,XXX

(Note to TAC: Consultant interviews are scheduled in the morning prior to the TAC meeting. A verbal update will be provided at TAC.)

DISCUSSION:

In March 2016, SRTA was awarded a \$250,000 Active Transportation Program grant to develop a GoShasta Regional Active Transportation Plan. At the request of the city, GoShasta will include a standalone plan for the city of Redding. A request for proposals (RFP) from qualified consultant firms was authorized by the board of directors at the June meeting. XX proposals were received in response to RFP, ranging in cost from \$XX to \$XXX,XXX. A six-member panel representing SRTA, Caltrans, and local agencies evaluated the proposals and arrived at consensual scores. \\Name of Consultant\\ is recommended based on //X and Y//. A full summary of the proposal evaluation results is provided by attachment.

ALTERNATIVES:

The board may choose a different consultant.

OTHER AGENCY INVOLVEMENT:

The county and the cities of Anderson and Shasta Lake elected to have SRTA manage the GoShasta planning process in consultation with each agency. The city of Redding will manage the planning process for their jurisdiction, including use of their own citizen advisory committee. SRTA staff will coordinate with all project partners to ensure a cohesive regional document. The California Transportation Commission is funding the effort with Caltrans oversight.

FINANCING:

Total project cost is \$313,000. The \$250,000 Active Transportation Program grant award is budgeted in the FY 2016/17 Overall Work Program (OWP) under Work Element 703.04 (GoShasta Active Transportation Plan). The grant will reimburse the agency for all consultant costs (\$XXX,XXX) and a portion of SRTA staff time (\$XX,XXX) needed for grant administration and project management. An additional \$63,000 in Planning, Programming, and Monitoring (PPM) is budgeted for SRTA staff time under Work Element 703.01 (Active Transportation Planning) in order to meet local match requirements.

Daniel S. Little, AICP, Executive Director

Attachment: Summary of Proposal Evaluation Results – *Verbal update to be provided at TAC meeting*