

# REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
13	07/22/13	Open	Action	07/10/13

Subject: Approve Work Order No. 9 for Community Relations Services for the South Sacramento Corridor Phase II Project

## ISSUE

Whether or not to approve Work Order No. 9 for Community Relations Services for the South Sacramento Corridor Phase II Project.

## RECOMMENDED ACTION

- A. Adopt Resolution No. 13-07-\_\_\_\_\_, Approving Work Order No. 9 to the Contract for Community Relations Services for the South Sacramento Corridor Phase II Project with CirclePoint.

## FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	135,310.15
Budget Source:	Capital	Next FY:	\$	NA
Funding Source:	NewStarts/Prop 1B/Measure A/ Developer Fees	Annualized:	\$	NA
Cost Cntr/GL Acct(s) or Capital Project #:	410.09.02.02.02.09	Total Amount:	\$	135,310.15
Total Budget:	\$ 135,310.15			

## DISCUSSION

The South Sacramento Corridor Phase 2 (SSCP2) project (Project) will extend Sacramento Regional Transit District (RT's) light rail service from its existing terminus at Meadowview Road south and east 4.3 miles to Cosumnes River College (CRC).

On January 12, 2009, the Board authorized staff to release a Request for Proposals (RFP) for Community Relations Services for the South Sacramento Corridor Phase 2 Project. On May 11, 2009, the Board awarded CirclePoint the Community Relations Services contract for an amount not to exceed \$400,000. To date, eight work orders have been issued for a total not to exceed amount of \$306,765. South Sacramento Corridor Phase II Project (SSCP2) Construction-Related activities such as website management, data-base management and participation in select project meetings are included in the work orders RT has issued to date.

RT Staff wishes to issue Work Order No. 9, which will direct CirclePoint to perform a number of tasks in futherance of the community outreach needed for the SSCP2 Project. The total

Approved:

Presented:

Final 7/12/2013  
General Manager/CEO

Director, Project Management

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consideration will be for a not-to-exceed amount of \$135,310.15. Under Worker Order No. 9 CirclePoint will be requested to coordinate with the RT Project Manager, and Marketing and Communications staff to assist with the implementation of a robust community outreach program designed to keep the larger community and the neighborhoods around the SSCP2 Project alignment informed of construction activities. Work Order 9 will include the following construction-related activities.

- Outreach plan for communication with affected neighborhoods during construction of the Blue Line.
- Public meeting(s) for the affected neighborhoods to provide them with information about the Blue Line construction of the civil structures (track and stations) and the use of city streets as construction access routes.
- Providing content for the Blue Line website
- Development of collateral information such as fact sheets and letters related to the Blue Line construction. A door hanger was developed under a previous work order and will continue to be used for this work order.
- Assist with the notification of upcoming Blue Line construction activities to affected neighborhoods, businesses, community organizations, churches, schools and social service agencies.

The original allowable reimbursement total of \$400,000 for this contract was intended to cover the entire project through completion. Due to the extended period of time required to execute the Full-Funding Grant Agreement with the Federal Transit Administration, the consultant's services have been delayed and will now be required for several more years for the Project. Work Order 9, if approved, results in the need for a second amendment to the contract with CirclePoint to increase the allowable reimbursement total by \$48,067.65 for a total of \$ 448,067.65. Because the Amendment total is within the General Manager/CEO's authority, the Second Amendment was approved by the General Manager/CEO and is the process of being executed.

Staff recommends Board approval of the Work Order No. 9, for a not-to-exceed amount of \$135,310.15, to continue Community Relations services for the SSCP2 Project.

RESOLUTION NO. 13-07-\_\_\_\_\_

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

July 22, 2013

**APPROVING WORK ORDER NO. 9 TO THE CONTRACT FOR COMMUNITY  
RELATIONS CONSULTANT FOR THE SOUTH SACRAMENTO CORRIDOR PHASE II  
PROJECT WITH CIRCLEPOINT**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE  
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, Work Order No. 9 to the Contract between the Sacramento Regional Transit District, therein "RT," and CirclePoint, therein "Consultant," wherein Consultant agrees to provide Community Relations Services for an amount not to exceed \$135,310.15 as specified, is hereby approved.

THAT, the General Manager/CEO is hereby authorized and directed to execute said Work Order No. 9.

\_\_\_\_\_  
PATRICK HUME, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary