

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
7	10/23/17	Open	Action	10/16/17

Subject: General Planning Support Services

ISSUE

Whether to authorize the Solicitation of Proposals for General Planning Support Services

RECOMMENDED ACTION

Adopt Resolution No. 17-10-_____, Authorizing the Solicitation of Proposals for General Planning Support Services.

FISCAL IMPACT

This action does not involve the expenditure of funds. The contract award will be presented to the Board as a future action. Work Orders will be paid with federal, state and/or local funds. Specific funding will come out of budgets for each of the various projects that require planning support.

DISCUSSION

Staff is proposing to release a Request for Proposals to firms qualified to provide a broad range of general planning support services. Based upon particular planning needs, the consultant team could be called upon to provide services related to: corridor planning; statistics; service planning/service assessments; transit service planning guidelines; policies and performance measures; transit and other related plan drafting, grant management and grant writing; analyzing and reporting; project oversight and management; and public information services.

The primary objective of engaging a planning consultant team is to have readily-available, specialized technical expertise, to be used as needed. SacRT Planning has a need for technical support where there currently is not the necessary in-house expertise and/or there is a need to supplement staff resources. Staff proposes that the planning consultant team would be retained on contract, for a not to exceed amount of \$500,000, over a five-year period, with the work to be done on a Work Order basis. Any Work Order that exceeds \$100,000 will require Board approval.

Staff recommends that the Board authorize Staff to solicit proposals for General Planning Support Services.

Approved:

Presented:

Final 10/18/17

General Manager/CEO

Director, Planning

RESOLUTION NO. 17-10-_____

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

October 23, 2017

**AUTHORIZING THE SOLICITATION OF PROPOSALS FOR GENERAL PLANNING
SUPPORT SERVICES**

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

THAT, the Request for Proposals for General Planning Support Services is hereby
approved and authorized for release.

THAT, the Request for Proposals be advertised pursuant to the provisions of the RT
Procurement Ordinance.

ANDREW J. MORIN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary