



MEMORANDUM

TO: City Council

FROM: Brian Pedrotti, Community Development Director

SUBJECT: Consideration of Approval of an Agreement for Consultant Services with KTUA for the Active Transportation Plan

DATE: June 13, 2023

SUMMARY OF ACTION:

Approval of an agreement with KTUA in substantially final form to assist with the Active Transportation Plan (ATP). The plan is anticipated to be completed by February 2025.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

The cost proposal from KTUA for the ATP is \$249,744. The proposed funding source is a Sustainable Transportation Planning Grant (STPG) in the amount of \$221,325 with an 11% local match of \$28,675 from the Local Sales Tax Fund. The ATP is included in the current Capital Improvement Program (CIP) budget for FY 2022-23 and in the proposed FY 2023-24 CIP budget.

RECOMMENDATION:

1) Approve and authorize the Mayor to execute an Agreement for Consultant Services with KTUA to assist the City with the Active Transportation Plan in substantially final form (subject to minor revisions as approved by the City Council consistent with Council direction); 2) Determine that approving the Agreement is not a project subject to the California Environmental Quality Act ("CEQA") because preparation of the Plan itself has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (b)(2)-(3), 15378). Additionally, the City and consultant will evaluate potential impacts of the Active Transportation Plan in compliance with the California Environmental Quality Act, and prepare any appropriate environmental document at that time, if required.

BACKGROUND:

The State of California established its Active Transportation Program by Senate Bill 99 (Chapter 359, Statutes of 2013) and Assembly Bill 101 (Chapter 354, Statutes of 2013) to encourage the increased use of active modes of transportation, such as walking and biking. The State Active Transportation Program consolidates existing federal and state transportation programs, including the Transportation Alternatives Program, Bicycle

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Transportation Account, and State Safe Routes to School, into a single program with a focus on making California a national leader in active transportation.

The California Active Transportation Program provides the largest source of grant funding for bicycling and walking projects for California cities. Cities that have an Active Transportation Plan increase their chances for success in securing these highly competitive grant funds.

On July 27, 2021, the City Council adopted the Circulation Element Update. Recommendations for active transportation modes and components were embedded throughout the update, including a specific recommendation to prepare an ATP.

On April 4, 2022, the City of Arroyo Grande received a conditional letter of award for the STPG funding in the amount of \$221,325. On June 28, 2022, the City Council authorized the Community Development Director to execute the necessary agreements for the Sustainable Transportation Planning Grant (STPG) to allow City staff to complete the necessary conditions of grant approval and move forward retaining a consultant to prepare the ATP. In December 2022, the City issued a Request for Proposals (RFP) for the ATP. Staff received two consultant proposals prior to the RFP deadline of January 19, 2023, and the City's review committee scored the proposal from KTUA (Exhibit D of Attachment 1) with the highest score.

ANALYSIS OF ISSUES:

Based on KTUA's experience, proposed work plan, availability, and familiarity with State laws, policies and issues, staff recommends that the Council approve the proposed Agreement, which includes the scope of work and timeline for this project. The scope of work includes an existing conditions and needs assessment and a recommendations and implementation plan. Extensive public outreach is planned, including online engagement, community workshops, a stakeholder's working group, and pop-up events. KTUA will complete a draft and final plan, with participation at public meetings. The planned project timeline is approximately 18 months.

ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Approve the Agreement for Consultant Services with KTUA in substantially final form;
2. Modify as appropriate and approve the Agreement;
3. Do not approve the Agreement; or
4. Provide other direction to staff.

ADVANTAGES:

Approval of an Agreement with KTUA, a transportation planning consulting firm with valuable local experience in the preparation of ATPs, will allow the project to commence.

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A successful active transportation plan is one that balances and reflects the needs and wants of the community and will provide a comprehensive vision and implementation strategy to create a complete, connected, and comfortable network for all transportation modes.

DISADVANTAGES:

No disadvantages identified with the approval of the Agreement.

ENVIRONMENTAL REVIEW:

Approval of the consultant agreement is not a project subject to the California Environmental Quality Act ("CEQA") because preparation of the Plan itself has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (b)(2)-(3), 15378). However, the City and consultant will evaluate potential impacts of the Active Transportation Plan in compliance with the California Environmental Quality Act, and prepare any appropriate environmental document at that time, if required.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

Attachments:

1. Proposed Consultant Services Agreement