

Metropolitan Transportation Commission Administration Committee

May 12, 2021

Agenda Item 2b - 21-0637

Contract – Vehicle Miles Traveled Reduction Planning for Priority Development Areas Project: Fehr & Peers (\$539,534)

Subject: Staff requests the Committee’s approval to enter into a contract with Fehr & Peers in an amount not to exceed \$539,534 for the Vehicle Miles Traveled (VMT) Reduction Planning for Priority Development Areas (PDAs) Project for the term of June 1, 2021 through February 28, 2023.

Background: A core element of MTC’s strategy to accommodate growth in the region while mitigating VMT and greenhouse gas (GHG) emissions is through PDAs. In the update to the Regional Growth Framework adopted in 2019, two types of PDAs were distinguished: 1) Transit-Rich PDAs, which are within a half-mile of a rail station, ferry terminal, or high-frequency bus line; and 2) Connected Community PDAs, which are within a half-mile of a bus line with 15 to 30-minute frequencies at peak periods. For jurisdictions with any type of PDA, the local governments commit to developing a plan for these areas. For some jurisdictions with Connected Community PDAs, the local governments must also have or commit to adopt a set of policies or plans that will help mitigate VMT growth as the area develops.

To assist the jurisdictions with Connected Community PDAs in meeting these planning requirements, MTC is developing guidance and resources to help local staff develop these VMT-reduction policies and plans. MTC, in partnership with the City of Vallejo and the City of Richmond, applied for and was awarded a FY 2020-21 Caltrans Sustainable Transportation Planning Grant in the amount of \$539,534 to develop these resources. The grant supports the procurement of consultant services to complete three primary tasks:

1. Develop a toolkit of resources to help local jurisdictions develop policies, plans and mitigations that will reduce VMT in areas planned for growth.
2. Work with the City of Vallejo to develop a Parking & Transportation Demand Management Plan Framework and a VMT Impact Mitigation Fee Study.
3. Work with the City of Richmond to develop a Vision Zero/Road Safety Plan and a Bicycle and Pedestrian Infrastructure Action Plan.

In October 2020, the Commission approved an update to the MTC FY 2020-21 Operating and Capital Budgets as set forth in Resolution No. 4422, which included the addition of this grant award as Work Element 1614. Caltrans issued a Notice to Proceed authorizing MTC to begin work effective November 20, 2020.

Procurement Process: On January 28, 2021, MTC issued a Request for Proposal (RFP) for VMT Reduction Planning for PDA Consulting Services. The RFP was posted on MTC’s website and an email advertising the opportunity was sent to 4,658 firms

and individuals. On February 9, 2021, MTC hosted a virtual Proposers' Conference that was attended by 14 firms and individuals.

On the closing date for responses on March 1, 2021, MTC received three qualified proposals from Nelson\Nygaard Consulting Associates, Inc., Fehr & Peers, and Steer Davies & Gleave, Inc. Each proposal was supported by a team of subconsultants. The proposals were evaluated by a panel of MTC staff and representatives from the City of Vallejo and the City of Richmond against the following evaluation criteria:

- Understanding and Approach to completing the Project (35%)
- Qualifications and Experience (35%)
- Price (10%)
- Cost Effectiveness, including reasonableness of hourly rates and allocation of resources (10%)
- Presentation, as evidenced by written and oral communication skills demonstrated in the written response to the RFP and in-person interviews, if applicable (10%)

The MTC Small Business Enterprise (SBE) Program was also applied to the procurement.

After a thorough review of the proposals, the evaluation panel shortlisted Fehr & Peers for further discussions and requested its Best and Final Offer (BAFO). After receiving Fehr & Peers' BAFO, the evaluation panel unanimously recommended the selection of Fehr & Peers for the project, with the firm receiving 94 points out of a maximum of 100 points.

The evaluation panel is confident that the team led by Fehr & Peers will meet MTC's expectations for the VMT Reduction Planning for PDAs Project. The panel identified a number of strengths in Fehr & Peers' proposal that led to its recommendation, including leadership in the developing area of VMT impact analysis and mitigation in planning and subcontractor Alta Planning and Design's depth of experience in safety and active transportation planning. The team has completed similar tasks for a number of cities and counties throughout the Bay Area and has significant experience working in the Cities of Vallejo and Richmond. Fehr & Peers did not apply for the SBE Preference Program.


Neither Fehr & Peers nor its subcontractors are Disadvantaged Business Enterprises (DBE) or Small Business Enterprises (SBE).

Issues: None.

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a contract with Fehr & Peers in an amount not

to exceed \$539,534 for consultant services for the Vehicle Miles Traveled (VMT) Reduction Planning for Priority Development Areas Project for the term of June 1, 2021 through February 28, 2023.

Attachments: Request for Committee Approval – Summary of Proposed Contract



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Contract

Work Item No.:	1413
Consultant:	Fehr & Peers Oakland, California
Work Project Title:	Vehicle Miles Traveled (VMT) Reduction Planning for Priority Development Areas Project
Purpose of Project:	Support local jurisdictions develop plans and policies to mitigate VMT in Priority Development Areas.
Brief Scope of Work:	Develop a toolkit of resources that will help local jurisdictions develop and implement a Parking and Transportation Demand Management Plan Framework, VMT Mitigation Impact Fee, Road Safety Plan, and/or Bicycle and Pedestrian Action Plan. Using these resources, work with the Cities of Vallejo and Richmond to develop plans and policies to support the reduction of VMT in Priority Development Areas.
Project Cost Not to Exceed:	\$539,534
Funding Source:	Senate Bill 1 (SB1) State Highway Account (SHA)
Fiscal Impact:	\$539,534 is included in the FY 2020-21 MTC Budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract with Fehr & Peers for the Vehicle Miles Traveled (VMT) Reduction Planning for Priority Development Areas Project as described above and in the Administration Committee Summary Sheet dated May 12, 2021 and the Chief Financial Officer is authorized to set aside \$539,534 for such contract.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	May 12, 2021