



MEMORANDUM

City of Angels City Council

Date: August 19, 2025

To: City of Angels City Council

From: Amy Augustine, AICP – City Planner

Re: **RESOLUTION 25-64 AWARDING A CONTRACT TO WILL DAN FINANCIAL SERVICES AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE SAID CONTRACT HIRING A CONSULTANT TO UPDATE THE CITY'S TRAFFIC IMPACT MITIGATION FEES**

RECOMMENDATION

Adopt Resolution 25-64.

BACKGROUND

On December 17, 2024, the City Council adopted Resolution 24-98 approving the release of a Request for Proposals to Prepare an Update to the City's 2016 Traffic Impact Mitigation Fees and authorizing the City Administrator to sign, authorize, and execute all relevant documents and agreements for the update.

Traffic Impact Mitigation Fees are charged to new development to offset a portion of the costs of capital improvement projects for new roads and circulation improvements associated with new development. TIMFs do not fund road maintenance. The City Council adopted the current 2016 TIMF study on a vote of 3-2 per Resolution 16-25 on June 21, 2016. The study was based on a projected 2.5% projected growth rate, which has not occurred.

TIMFs must conform to the multiple requirements of the U.S. and California Constitutions, and the California Mitigation Fee Act (California Government Code 66000 et seq). The City Council recently updated the City's development fees noting that the Traffic Impact Mitigation Fees (TIMF) had not been updated since 2016 and appeared to be out of line with those in other jurisdictions. The City's 2016 TIMFs include a 0.2% cost added to TIMFs to pay for updating the study after five years. Based on the preceding, Staff recommended an update to the TIMFs.

Due to the extensive legal requirements surrounding the adoption of impact mitigation fees, the City pursued hiring a consultant, as was done in 2016. The City further has assigned the City Engineer to update costs of capital improvement projects for transportation projects. The City assembled a subcommittee to review the list of proposed traffic projects to be included in the study (and the current update of the Regional Transportation Plan) and that list was provided to the City Council on June 3, 2025, and adopted pursuant to Resolution 25-29 (Attached). Note: Only those projects on the 0-10 short-term list are expected to be included in the TIMF update.

Strategic Plan Alignment

B5 Land Use Provide a well-organized and orderly development pattern that maintains and enhances Angels Camp's social, economic, cultural, environmental, and aesthetic resources while managing growth so that adequate facilities and services can be provided in pace with development.

An update to the City's 2016 TIMF will assist in ensuring adequate facilities and services (transportation related) will be provided in pace with development.

BID ANALYSIS

The City released a Request for Proposals posted on Public Purchase with a link to that site included on the City's website, on July 8, 2025. The RFP was viewed by 78 firms and downloaded by 40 firms. A non-mandatory pre-bid meeting was held July 15, 2025. One potential bidder attended. Bids were due on July 31, 2025. Three bids were received.

The City Administrator, City Planner, City Finance Officer, and City Engineer ranked and scored the bids as follows:

Firm Name	Score	Rank	Bid Amount
TJKM Transportation Consultants	88.50%	2	\$20,940
Willdan Financial Services	92.00%	1	\$22,500
dta (David Taussig Associates)	65.75%	3	\$77,140

The selection committee split 50-50 on which of the top two to hire (TJKM or Willdan), so references were contacted and the City Planner was directed to hire one of the two based on that input.

Based on the preceding, Willdan was determined to be the lowest and most qualified responsible bidder for the following reasons:

- Proposal included maximum flexibility
- Identification of multiple funding sources
- Emphasized a market driven fee schedule versus a built-out based fee
- Included consideration for not overwhelming development and encouraging economic development
- Reasonable expectations
- Funding alternatives
- Completion by approximately December 31, 2025

Staff recommend awarding the contract to Willdan contingent upon City Attorney approval of the contracts and authorizing the City Attorney to make any potential minor amendments to the contract as may be necessary with authorization for the City Administrator to sign and execute the contract.

Environmental

The project is categorically exempt from the California Environmental Quality Act (CEQA) and state and city guidelines for implementation of said act pursuant to Section 15306, Class 6 of the state guidelines which states that CEQA does not apply to basic data collection or research which does not result in a serious or major disturbance to an environmental resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded. The project includes collecting and analyzing data to prepare a report related to potential fees which have not yet been approved or adopted. Therefore, no analysis of potential impacts is required at this time.

Fiscal Impact

The City projected (Pre-bid) that the cost of updating the study itself would be approximately \$25,000. Two of the RFPs received are within that budget. The study also is expected to require engineering services to update 2016 transportation capital improvement project costs at an estimated price of \$20,000-\$30,000 (to be completed by the City Engineer). Therefore, the total project cost remains as presented in December 2024 at approximately \$45,000-\$55,000. The entire cost will be paid for from the City's Traffic Impact Mitigation Fee fund.

Attachments

- A. Request for Proposals
- B. Bidders viewing and downloading RFP – Access Report
- C. Draft Project List for TIMF Study
- D. Resolution 25-64 with Scope of Work/Bid Proposal and Draft Contract