



Folsom City Council Staff Report

MEETING DATE:	8/12/2025
AGENDA SECTION:	New Business
SUBJECT:	<p>California Department of Transportation Sustainable Transportation Planning Grant Program for a Sustainable Transit Connections to Health Services Planning and Feasibility Study Contracts</p> <p>i. Resolution No. 11442 – A Resolution Authorizing the City Manager to Execute a Memorandum of Understanding Between the City of Folsom and the Sacramento Regional Transit District Regarding the Sustainable Transit Connections to Health Services Planning and Feasibility Study</p> <p>ii. Resolution No. 11443 – A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Fehr & Peers for a Sustainable Transit Connections to Health Services Planning and Feasibility Study Contract</p>
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff respectfully recommends that the City Council approve:

- i. Resolution No. 11442 – A Resolution Authorizing the City Manager to Execute a Memorandum of Understanding Between the City of Folsom and the Sacramento Regional Transit District Regarding the Sustainable Transit Connections to Health Services Planning and Feasibility Study
- ii. Resolution No. 11443 – A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Fehr & Peers for a Sustainable Transit Connections to Health Services Planning and Feasibility Study Contract

BACKGROUND / ISSUE

In January 2024, the City Council adopted Resolution No. 11155 authorizing staff, in partnership with the Sacramento Regional Transit District (SacRT), to apply for the Caltrans FY 2024/25 Sustainable Transportation Planning Grant Program. The grant application proposed a planning and feasibility study focused on expanding transit access to major health services and key destinations in the Folsom Plan Area.

Following the application, Caltrans conditionally awarded \$218,472 in July 2024, with the City serving as the lead applicant. The grant award includes a required local match of \$31,528, which SacRT will partially fulfill through non-reimbursable staff time valued at \$5,720. In August 2024, the City Council approved Resolution No. 11249, authorizing the City Manager or their designee to execute related grant agreements and formally accept the full award. A Restricted Grant Agreement was finalized in October 2024 to initiate the project, and an administrative amendment finalizing budget details was approved in July of 2025.

Partnership with SacRT and Consultant Procurement

The City of Folsom, as the lead agency, is responsible for contract administration, while SacRT, as the partner agency, will support the project through initial transit route design, implementation strategy, and final service plan. To clearly define roles and funding responsibilities, the City and SacRT plan to enter into a Memorandum of Understanding (MOU), which will outline SacRT's local match commitment and specific project contributions.

In addition, an experienced transit consulting firm is necessary to provide comprehensive support services, including project management, data analysis, technical expertise, stakeholder coordination, and community outreach. The consultant's involvement will ensure effective implementation across all facets of the project.

In March 2025, the City issued a Request for Proposals (RFP) to identify a qualified consulting firm to prepare the study. Fehr & Peers was selected based on their comprehensive understanding of the project and their proposed approach.

City staff now seeks City Council authorization for the City Manager to:

1. Execute a MOU with SacRT to formalize its non-reimbursable staff contribution (valued at \$5,720) as part of its local match, along with up to \$67,429 in grant funding for additional staff support directly related to the project.
2. Execute a professional services agreement with Fehr & Peers for an amount not to exceed \$150,315 to provide consulting services for the project.

POLICY / RULE

City Council authorization is required to enter into an inter-agency Agreement. In accordance with Chapter 2.36 of the Folsom Municipal Code, professional services contracts of \$75,049 or greater shall be approved by the City Council.

ANALYSIS

The Sustainable Transit Connections to Health Services Planning and Feasibility Study, in partnership with SacRT, aims to proactively plan for sustainable transit connections that will support the planned future growth of the City. The goal is to integrate various transportation modes, enhance transit station connections, improve access to medical facilities, and provide easy access to regional transit services in Folsom and the vicinity. This initiative will increase accessibility to the regional transit system for all (including older adults and people with disabilities), reduce traffic congestion, lower greenhouse gas emissions, and improve community health.

This transit planning and feasibility study represents a strategically significant initiative that aligns with the City's General Plan, the Folsom Plan Area Specific Plan, and active transportation goals. The study builds upon recent improvements to SacRT's Gold Line, which now supports 15-minute light rail service, and coincides with early development stages of four new medical facilities—presenting a unique opportunity to proactively design transit access that enhances ridership and multimodal connectivity. Additionally, the incomplete Alder Creek Parkway in the Folsom Plan Area offers an opportunity to incorporate additional transit infrastructure into the final street design.

Building on SacRT's prior successful collaborations—such as the Causeway Connection and the Elk Grove/UC Davis Medical Center express services—City staff worked with SacRT to determine the most effective approach to conducting the transit feasibility study. Per the Caltrans Grant Agreement, SacRT will provide non-reimbursable project oversight valued at \$5,720 as part of its local match commitment.

In addition, SacRT will support transit route and station planning, service implementation strategy development, a multi-party cost-sharing agreement, and preparation of the final service plan. SacRT will also lead the delivery of the Draft Service Plan for formal review and approval by its Board. For these tasks, the City will allocate up to \$67,429 in grant funding to reimburse SacRT for eligible project-related costs.

Given limited staff capacity, the technical complexity of the study, and the need for focused community engagement, both City staff and SacRT concluded that a qualified third-party consultant would be best suited to complete the majority of the work. This decision ensures full compliance with Caltrans' grant requirements and represents the most efficient use of grant resources.

To that end, the City issued a Request for Proposals (RFP) and reviewed submissions from two firms: Kimley Horn and Fehr & Peers. Both firms have previous experience working with the City and submitted thoughtful, responsive proposals. Ultimately, Fehr & Peers was selected based on their strong expertise, comprehensive understanding of the project scope, and strategic approach to public engagement. Notably, their outreach plan includes targeted efforts to involve minority and low-income residents living within a half mile of the proposed transit stations—those most likely to benefit from the future transit services.

The proposed consultant agreement is for an amount not to exceed \$150,315. With guidance from City staff and SacRT, the consulting team will lead project management and deliver the following:

1. **Existing Conditions Report** – Evaluate current alignment, intersection conditions, stop locations, and market demand.
2. **Conceptual Route and Stop Alignment** – Develop at least one conceptual service map informed by survey results and demographic data. Include timetable, service hours, daily vehicle hours, and high-level estimates for capital and operating costs.
3. **Prototype Bus Stop Design** – Create initial design concepts and prepare an assessment of potential infrastructure improvements.
4. **Community Outreach** – Lead inclusive public engagement and outreach efforts.
5. **Financial Model Development** – Collaborate with SacRT to identify funding gaps for capital, operations, and ongoing maintenance.
6. **Implementation and Funding Strategy** – Prepare a Draft Implementation and Funding Strategy document outlining next steps for service deployment.

The table below provides a summary of the project budget, detailing the allocation of funding across key components.

Sustainable Transit Connections to Health Services Planning and Feasibility Study Budget				
Task Title	Grant Amount*	Folsom Local Cash Match	SacRT In-Kind Match	Estimated Total Project Costs
Project Administration	\$2,350	\$6,250		\$8,600
Consultant Procurement		\$5,170		\$5,170
Existing Conditions	\$27,216	\$2,750		\$29,966
Sponsor Engagement	\$23,094	\$3,000	\$858	\$26,952
Route and Station Development	\$50,199	\$2,500	\$1,430	\$54,129
Community Outreach	\$51,555	\$3,000	\$1,144	\$55,699
Implementation Strategy and Final Report	\$64,058	\$3,138	\$2,288	\$69,484
Totals	\$218,472	\$25,808	\$5,720	\$250,000

*SacRT allocation is \$67,429 and Consultant allocation is \$150,315

FINANCIAL IMPACT

The overall project budget for the comprehensive planning and feasibility transit connection study is \$250,000. The Caltrans sustainable transportation planning grant award total is \$218,472 and requires a minimum 11.47 percent local match. In this case, the total local match is \$31,528 (which represents a 12.61% local match), of which \$25,808 will come from the City of Folsom in-kind staff services and \$5,720 will come from SacRT in-kind staff services. The City is contributing to

its local match in the form of staff time including acting as project manager overseeing the project team conducting the planning and feasibility transit connections study.

SacRT's additional staff services, totaling up to \$67,429, along with consulting services in support of the project, totaling up to \$150,315 (representing a combined amount of \$217,744) are being initially funded through the Light Rail Impact Fee Fund (Fund 451). These expenses will be reimbursed in accordance with the reimbursement schedule outlined in the Sustainable Transportation Planning Grant Program.

Resolution No. 11249 previously authorized an appropriation in the amount of the grant for \$218,472 in the Light Rail Impact Fee Fund (Fund 451). As is typical with grants of this nature, there is no appropriation from the General Fund; city staff time is provided as an in-kind contribution.

ENVIRONMENTAL REVIEW

The execution of the SacRT MOU and the Fehr & Peers contract to implement the feasibility analysis is not considered a project under the California Environment Quality Act (CEQA) in accordance with CEQA Guidelines Section 15061(b)(3). Furthermore, the Sustainable Transit Connections to Health Services Planning and Feasibility Study is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15262, which provides an exemption for feasibility and planning studies for future action. The feasibility study will not, in and of itself, authorize or approve any construction.

ATTACHMENTS

1. Resolution No. 11442 – A Resolution Authorizing the City Manager to Execute a Memorandum of Understanding Between the City of Folsom and the Sacramento Regional Transit District Regarding the Sustainable Transit Connections to Health Services Planning and Feasibility Study
2. Resolution No. 11443 – A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Fehr & Peers for a Sustainable Transit Connections to Health Services Planning and Feasibility Study Contract

Submitted,



Pam Johns, Community Development Director