



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Cody Field, Management Analyst II

DATE: April 22, 2024

SUBJECT:

Consideration of Resolution 5767-24 increasing the contract authorization amount for the Transportation System Plan Update.

RECOMMENDATION:

Staff recommends that Council approve the resolution authorizing the City Manager to execute a budget amendment to the contract with Fehr & Peers for the Transportation System Plan update for up to 14% of the original contract amount of \$427,577.

EXECUTIVE SUMMARY:

On April 24, 2023, Council approved Resolution No. 5686-23 awarding a contract for consulting on the Transportation System Plan to Fehr & Peers, and authorizing the City Manager to execute the contract in the amount of \$427,577.

The original contract outlined a scope of work including seven key tasks: (1) project management; (2) development of goals and objectives; (3) equitable public engagement; (4) quantitative multimodal analysis; (5) modal network development and multimodal level of service policy development; (6) draft project list creation; (7) draft and final document creation.

In conversation with Fehr & Peers, and sub-consultants Alta Planning & Design, staff recognized the need to expand the project scope to include additional public engagement and updates to existing facility data sets (roadway lanes, town center, existing bike facilities, existing pedestrian facilities, crossing locations, RRFB locations). The additional engagement scope will increase the number of Community Advisory Committee meetings from four to six. The additional scope will also allow Community Engagement Liaisons (CELs), in collaboration with Alta, to conduct three additional 1.5-hour affinity focus groups, providing meaningful opportunities for diverse and historically excluded community members to share perspectives that will inform project decisions. CELs will also identify opportunities to engage community members either by phone or at local gathering places to gather personalized feedback.

While the additional cost of the additional scope is more than the 10% allowance for change orders previously authorized by Resolution No. 5686-23, staff believes the additional scope outlined in the budget amendment will greatly improve the final TSP document by providing the community additional opportunities to weigh in and by fine tuning the City's existing data.

OUTCOMES OF DECISION:

Adopting the resolution and authorizing contract execution will allow the work outlined above to proceed as part of the existing contract.

FINANCIAL IMPLICATIONS:

Adequate funds for the TSP update, including the budget amendment, are available in the Road Operating Fund. Grant funding from the Oregon Department of Land Conservation and Development (DLCD) will cover some of the costs for enhanced public engagement.

ATTACHMENTS:

- Resolution No, 5767-24
- Tualatin TSP Outreach Amendment 12.22.23