

TO: Public Works Committee
FROM: Alyssa Jones Wood, Sustainability Manager
DATE: November 20, 2025
SUBJECT: Service Provider Agreement with Fehr & Peers for Vehicle Miles Traveled Gap Analysis

1) Recommended Action:

Place the Service Provider Agreement with Fehr & Peers to complete a Vehicle Miles Traveled (VMT) Gap Analysis on the December 2, 2025 City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.

2) Background:

On November 3, 2025 the City approved the Mayor to sign the Thurston Climate Mitigation Collaborative (TCMC) Interlocal Agreement (ILA) which authorizes regional initiatives to be coordinated and costs shared among the TCMC parties (Thurston County, Lacey, Olympia, and Tumwater). At the 2024 TCMC Annual Retreat and subsequent June 24, 2024 TCMC Executive Committee meeting, the 2025 Regional Initiative was selected to be a gap analysis of regional and jurisdictional plans and policies that aim to reduce greenhouse gas emissions in the transportation sector by reducing VMT. Regional staff reviewed qualifications and proposals solicited through a competitive process and selected Fehr & Peers for the project.

3) Policy Support:

- City Council Strategic Priorities and Goals 2025-2026: Be a Leader in Environmental Health and Sustainability.
 - Resolution R2018-015: Adopting common greenhouse gas emission reduction targets
 - Resolution R2021-001 - Accepting the Thurston Climate Mitigation Plan
 - Resolution R2021-002 - Declaring a climate emergency.
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4) Alternatives:

Reject collaboration on the TCMC Regional Initiative. This would delay/potentially cancel planned work on TCMP Strategy T1 as well as commitments made by the city to implement the TCMP related to transportation generated greenhouse gas emissions.

5) Fiscal Notes:

Total cost for this project is \$65,000.00. WRS's approved budget for the Sustainability division has sufficient funds available to complete this work. Per the TCMC ILA, the city will lead the project, pay for the work, and request reimbursement from the TCMC parties totaling \$48,750.00, which is \$16,250.00 per partner

6) Attachments:

A. Service Provider Agreement