

STAFF REPORT

SUBJECT: North County Transit Plan

MEETING DATE: August 17, 2006

AGENDA ITEM: 6 C

STAFF CONTACT: Michael Powers

RECOMMENDATION:

Authorize the chair to approve Amendment No. 1 to the agreement with Nelson Nygaard for additional services at a cost of \$10,880.

SUMMARY:

Preparation of a North County Regional Transit Plan was identified in SBCAG's 2005-06 Overall Work Program. Following a competitive, qualifications-based selection process in November 2005 your board approved the selection of the firm Nelson\Nygaard Consulting Associates as the successful bidder. Work on the plan has progressed to the development of a draft plan. The public outreach associated with this work is more extensive than originally anticipated and more is to come so a contract amendment is requested to fund this outreach effort.

DISCUSSION:

Preparation of a North County Regional Transit Plan was identified in SBCAG's 2005-06 Overall Work Program. Following a competitive, qualifications-based selection process in November 2005 your board approved the selection of the firm Nelson\Nygaard Consulting Associates as the successful bidder.

The original proposal was responsive and within the budgeted amount of \$90,000. Sufficient funds are already included in the FY 2006-07 General Fund budget to cover the costs of the plan. The project will be funded by a combination of sources. As you recall SBCAG was awarded a discretionary 5311 (f) grant by the Division of Mass Transportation with the California Department of Transportation (Caltrans) in the amount of \$75,000. These funds will be used to pay a large portion of the costs of this project. The remainder of the costs will be paid by Transportation Development Act funds from Lompoc, Santa Maria, and the County based on an existing agreement.

Work on the plan is being reviewed and directed by a technical committee comprised of staff from SBCAG, the north County Transit representatives, the County, SBMTD, Caltrans, and San Luis Obispo County Council of Governments. The Santa Barbara County Transit Advisory Council also provides comments on the materials and assists in the public outreach process. In addition, policy direction for the plan is provided by SBCAG's North County Subregional Planning Committee.

Approximately 16 meetings were provided for in the contract, approximately 12 have already occurred and in addition to the remaining four meetings, five more are anticipated (plus one contingency) to complete the project. These extra meetings were associated with additional public review, e.g. Solvang Workshop and ongoing review by the technical and policy advisory committees. Extra work in address comments also typically arise from each additional meeting. The number of agencies, diversity of services, and challenging revenue picture is also extending the duration of the project. Staff expects to have a draft plan for North County Subregional Planning Committee review by the end of this month and initial consideration by the SBCAG board in September with a final plan approved in October.

The consultant has responded with a cost estimate for these extra meetings. Their response is in Attachment A.

This project is funded by a combination of a transit grant from the State and local TDA funds secured at the beginning of this project. Sufficient funds are available to complete this project and with the receipt of the state grant less TDA funds will be used than originally anticipated.

Staff recommends that your board approve this contract amendment.

COMMITTEE REVIEW:

None

Attachments:

Amendment to Agreement between SBCAG and Nelson/Nygaard for Northern Santa Barbara County Transit Plan

August 7 letter from Linda Rhine, Nelson\Nyggard to Michael Powers

**AMENDMENT TO
AGREEMENT BETWEEN
THE SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS
AND
NELSON/NYGAARD CONSULTING ASSOCIATES,
A CALIFORNIA CORPORATION
FOR
PROFESSIONAL AND TECHNICAL SERVICES**

THE AGREEMENT, entered into by the Santa Barbara County Association of Governments (hereinafter referred to as SBCAG) and Nelson/Nygarrd Consulting Associates, A California Corporation (hereinafter referred to as CONTRACTOR), on November 17, 2005 for preparing a North Santa Barbara County Transit Plan Is hereby amended

WITNESSETH THAT:

WHEREAS, this project has resulted in additional public outreach meetings and

WHEREAS, this project will result in additional technical and policy board meetings beyond that provided in the contract,

IN WITNESS WHEREOF, SBCAG and CONTRACTOR have executed this amendment to the agreement that provides for six supplemental meetings, including two meetings which took place in June and July, and travel costs to cover four separate trips to Santa Barbara County, as described in consultants letter of August 7 which is included as an attachment to this amendment. This will increase the project budget from \$89,880 to \$100,760. Parties also agree that the time for completing this project will be changed from nine to twelve months.

**SANTA BARBARA COUNTY
ASSOCIATION OF GOVERNMENTS**

**NELSON/NYGAARD ASSOCIATES,
A CALIFORNIA CORPORATION**

Chair, SBCAG

Linda Rhine, Principal

Date: _____

Date: _____

Jim Kemp
Executive Director

APPROVED AS TO FORM:

Date: _____

Kevin Ready, Sr., Deputy County Counsel



833 Market Street, Suite 900
 San Francisco, CA 94103-1814
 (415) 284-1544 FAX: (415) 284-1554

August 7, 2006

Michael Powers
 Deputy Director
 Santa Barbara County Association of Governments
 260 North San Antonio Road, Suite B
 Santa Barbara, CA, 93110

Dear Michael,

I have revised our budget estimate for supplemental meetings to review the draft Transit Plan. This \$10,880 budget is based on six supplemental meetings including two meetings which took place in June and July, and travel costs to cover four separate trips to Santa Barbara County. A breakdown of the costs is shown in the following table. A listing of the contractual meetings and the meetings we have attended between December 2005 through July 2006 is shown in Attachment A. If there are fewer meetings than we anticipate or if trips can be combined and we incur less costs, then of course this budget estimate will be adjusted. I will work closely with you in developing a schedule for the upcoming review meetings.

In the meantime, we are still waiting to receive comments on the revised financial tables and are proceeding with addressing comments on the Administrative Draft Plan. To confirm, we will submit the Draft Plan on Monday, August 21.

Budget For Supplemental Meetings			
<i>Staff</i>	Linda Rhine/ Joey Goldman	Office Support	Total
<i>Rate</i>	\$ 135.00	\$ 80.00	
Supplemental Review Meetings (1)	48	10	\$7,280
<u>Direct Costs</u>			
Travel (2)			\$3,600
Estimated Total Cost			\$10,880

(1) Hours based on six supplemental meetings above contractual requirements
 (2) Includes \$400 direct costs for June 21 & July 19 meetings. Other costs assume four separate trips at a cost of \$800 per trip.

Thank you for your consideration.

Sincerely,

Linda Rhine
 Project Manager

Attachment A

Task 1.2 Meetings with Advisory Committees, Agencies and the SBCAG Board

Our commitment to on-site meetings is as follows:

A minimum of four meetings with the TAC

1. December 13, 2005
2. February 14, 2006
3. March 15, 2006
4. April 19, 2006
5. May 23, 2006
6. July 18, 2006

Three meetings with the Santa Barbara County Transit Advisory Council

1. December 13, 2005
2. February 14, 2006
3. July 11, 2006

Three meetings with the North County Sub-Regional Planning Committee

1. February 13, 2006
2. June 8, 2006

Three presentations for local agencies

1. ½ day meeting with Marc Chyttilo

One presentation to the SBCAG Board of Directors on the final report and recommendations

Task 5 Public Scoping

Two Public Open House Workshops

- February 15 Mini Station in Santa Maria
- February 16 Mini Station in Lompoc
- On-Board Surveys on SYVT (not part of work scope)

Task 8 Draft Plan Review

Two Public Open House Workshops

- June 21 – Santa Maria
- June 22 - Lompoc
- June 23 – Solvang