



AGENCY: City Council  
MEETING DATE: January 25, 2021  
DEPARTMENT: CDD/PW  
PRESENTED BY: C. O'Neal  
EMAIL ADDRESS: [coneal@fortbragg.com](mailto:coneal@fortbragg.com)

## AGENDA ITEM SUMMARY

### **TITLE:**

**Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with Fehr & Peers for the Preparation of a Transportation Impact Assessment (TIA) for the Dollar General Project and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$ 49,935; Account No. 119-0000-2691)**

### **ISSUE:**

M-Group is preparing to process the California Environmental Quality Act (CEQA) Initial Study (IS) for the Dollar General Application. The Application is for a Design Review for a new 9,100 square foot retail building on a one-acre vacant parcel. In order for M-Group to draft an Initial Study to support the City in its CEQA determination, the Initial Study will fully evaluate all environmental categories in accordance with the Environmental Checklist in the CEQA Guidelines. Given our understanding of the Dollar General project, the primary area of concern is expected to be transportation related and the applicability of the new Vehicle Miles Travelled (VMT) thresholds established on July 1, 2020 as it relates to the existing City General Plan Levels of Service Model.

M-Group and City Staff propose that Fehr & Peers (under separate contract with the City) conduct a robust analysis (see Fehr & Peers scope of work) to address VMT and other transportation related issues. Per the purchasing authorization and duties established by Municipal Code Section §3.20, staff is seeking City Council's authorization for the City Manager to execute a contract with Fehr & Peers for a not to exceed amount of \$49,935.

### **ANALYSIS:**

Fehr & Peers has prepared a complete scope of work and budget (Attachment 1) which describes the five tasks associated with the Transportation Impact Assessment (TIA) for the Dollar General Project. The TIA is necessary to inform the CEQA analysis scheduled to be completed by M-Group.

### **RECOMMENDED ACTION:**

Approve Contract with Fehr & Peers for the Transportation Impact Analysis and Authorize City Manager to Execute Contract (Amount Not to Exceed \$49,935; Account No. 119-0000-2691).

### **ALTERNATIVE ACTION(S):**

1. Request further information and approve contract with Fehr & Peers for Transportation Study for the aforementioned Planning Project at a later date.
2. Deny contract and recommend alternate means for processing transportation study.

**FISCAL IMPACT:**

This project is funded directly by the applicant, through a Developer Deposit Account (DDA) thus any real expenses incurred by the City for managing the consultant, or other services rendered by either City staff or consulting staff are invoiced directly to the applicant. Prior to commencing services, the City will ensure a deposit for the total contract amount is received from the applicant. The sum total of the consultant's proposed services are shown in Attachment 1.

**GREENHOUSE GAS EMISSIONS IMPACT:**

Processing the contract amendment is not expected to have any greenhouse gas emission impacts.

**CONSISTENCY:**

Fehr & Peers recently completed the SB 743 Vehicle Miles Traveled (VMT) Regional Baseline Study work with Mendocino Council of Government (MCOG) to provide an overview of the VMT data, methods, thresholds, and recommendations for implementation of the new state law as it applies to our rural county. In accordance with the Fort Bragg Municipal Code §3.20.030 B. & C. City staff determined that Fehr & Peers is uniquely qualified to perform this transportation analysis and thus exempt from quote requirements established by 3.20.060.

**IMPLEMENTATION/TIMEFRAMES:**

If the contract is approved by Council, the contract will be signed by both parties and work will commence as soon as January 26, 2021. The Consultant anticipates 6-8 weeks for completion of the study.

**ATTACHMENTS:**

1. Fehr & Peers Proposal
2. Resolution Accepting Contract with Fehr & Peers
3. Contract with Fehr & Peers

**NOTIFICATION:**

1. Sheldon Ah Sing, M-Group
2. Ian Barnes, Fehr & Peers
3. John Wojtila, Zarembo Group, LLC