

**Board Report**

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**File #:** 2017-0720, **File Type:** Contract**Agenda Number:** 16.

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**PLANNING AND PROGRAMMING COMMITTEE  
FEBRUARY 14, 2018****SUBJECT: BLUE LINE FIRST/LAST MILE PLAN****ACTION: APPROVE CONTRACT MODIFICATION****RECOMMENDATION**

AUTHORIZE the Chief Executive Officer to execute Modification No. 5 to Contract No. PS6130400 with Fehr & Peers, for the Blue Line First/Last Mile Plan for feasibility analysis necessary to refine project ideas, in the amount of \$206,285, increasing the total contract value from \$417,302 to \$623,587.

**ISSUE**

Metro is nearing completion of the Blue Line First/Last Mile Plan (Plan) and has begun contemplating funding sources to implement the Plan. The State Active Transportation Program (ATP) Cycle 4 grant for 2018 is an opportunity to seek funding to implement components of the Blue Line First/Last Mile Plan. Feasibility analysis is necessary to further refine project ideas in the Plan for funding opportunities. A contract modification is necessary to develop required grant submittal materials.

**DISCUSSION**

In October 2016, Metro began working on the Plan, which is anticipated to be completed in February 2018. The Plan was developed in tandem with community-based organizations representing the communities along the Blue Line. The ATP Cycle 4 is an opportunity to seek funding to implement first/last mile projects for the Blue Line, per the Plan. While final guidelines have not yet been issued for ATP Cycle 4 application process, we expect that applications will be due in June 2018, based on draft guidelines. Also, based on draft guidelines and past ATP funding cycles, we anticipate that materials will be needed for the grant application that are beyond the scope of the Plan. To take advantage of this funding opportunity and meet the anticipated application deadline, we recommend engaging the current consultant working on the Plan to further refine the project list and develop application materials.

Additional work to be completed through the contract modification includes a process to prioritize and select projects included in the Plan, as well as additional feasibility analysis. This work will enable greater certainty on funding estimates for individual projects that will be included in the grant application, improve competitiveness, and better position local agency partners to successfully implement the Plan.

In addition, Metro seeks to learn from the innovative community engagement strategy employed in developing the Plan, which relied on Community Based Organizations to support engagement efforts. A “lessons learned” component will support other Metro planning efforts as well as Metro’s efforts to incorporate equity into the Long Range Transportation Plan.

In sum, this contract modification would include:

- revisions to draft plan documents to address comments from municipalities
- a process to facilitate prioritization of projects for the anticipated grant application
- feasibility analysis for prioritized projects
- preparation of refined cost estimates
- documentation of lessons learned on the project, focused on innovative community engagement and achieving equitable outcomes

### **FINANCIAL IMPACT**

The modification will be accommodated by transfer to the project budget from available FY18 funding in Project 450009, Sustainable Transp Demo within Cost Center 4340, First/Last Mile Planning.

#### **Impact to Budget**

The funding sources are Propositions A, C, and Transportation Development Act Administration, which are not eligible for bus and rail operating or capital expenses.

### **ALTERNATIVES CONSIDERED**

The Board could consider not approving the contract modification. This is not recommended because it would result in the inability to submit a competitive grant application or no grant application at all for ATP Cycle 4 to implement first/last mile improvements around Blue Line stations.

### **NEXT STEPS**

Upon Board approval, staff will execute Modification No. 5 to Contract No. PS6130400 with Fehr & Peers and begin work on the feasibility analysis and necessary deliverables.

### **ATTACHMENTS**

Attachment A - Procurement Summary  
Attachment B - Contract Modification/Change Order Log  
Attachment C - DEOD Summary

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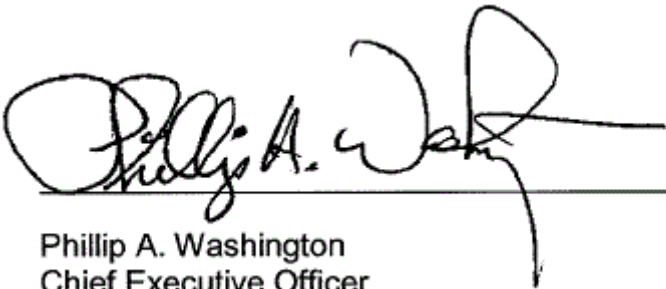
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