

**STAFF REPORT
City of Lancaster**

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Date: February 10, 2015

To: Mayor Parris and City Council Members

From: Brian S. Ludicke, Planning Director

Subject: **Award RFP #610-15 - Safe Routes to School Master Plan Consultant**

Recommendation:

Award **Request for Proposal #610-15, Safe Routes to School (SRTS) Master Plan**, to Ryan Snyder Associates, in the amount of \$178,475.00, and authorize the City Manager or his designee to sign all documents upon the execution of the grant funding agreement with the California Department of Transportation.

Fiscal Impact:

This contract will be fully funded by the California Department of Transportation's Active Transportation Program, which was appropriated to expense account number 399-4782-301.

Background:

The City received a County of Los Angeles Department of Public Health's Healthy Eating Active Living (HEAL) grant in 2012 to fund the development and implementation of a city-wide SRTS Master Plan. This grant was made possible with funding from the Centers for Disease Control and Prevention, and administered through the Los Angeles County Department of Public Health. Unfortunately, the federal budget eliminated the funding for this grant program, and the funding for SRTS Master Plan ended on September 29, 2014.

Under the L.A. County HEAL grant, the City completed the engineering workshops for 19 of the current 30 public schools in Lancaster, and has started the education and encouragement programs in five of the 30 schools. The development of the SRTS Master Plan has been a great partnership that has brought together local public health advocates, parents, four school districts, and the City for important purpose: Creating an environment where children can safely travel from their homes to their local schools and back again, without the need to be driven.

On March 21, 2014, Caltrans announced a "Call for Projects" for Cycle 1 of the Active Transportation Program, in which \$360 million in funds were available. The City of Lancaster was awarded two of the project applications that were submitted, and one of them is to complete the planning efforts for the SRTS Master Plan. This funding will allow the City to complete the remaining draft mini-plans for 11 schools, and finalize the comprehensive SRTS Master Plan.

On November 12, 2014, the City Council approved appropriations for \$322,000.00 from the California Department of Transportation reimbursement program to be used for development of an SRTS Master Plan. The next step was to issue a Request for Proposal for an experienced consultant. After reviewing the proposal, staff feels Ryan Snyder Associates is best suited to perform this work for the City and our stakeholders.

Ryan Snyder Associates has extensive experience in working with counties, cities, school districts and individual schools in creating Safe Routes to School Plans. This includes bringing stakeholders together, conducting walkability audits, facilitating workshops, and surveying school areas for planning and engineering improvements.

The development of the SRTS Master Plan will be a major planning effort over the next year and a half. The development of the SRTS Master Plan will involve working with a wide variety of stakeholders including: school superintendents, principals, teachers, parents, children, law enforcement, City staff, community partners, and other community stakeholders. These stakeholders will evaluate the existing conditions, identify issues and opportunities, and recommend improvements along routes to school. The SRTS Master Plan will also include education, encouragement, enforcement, and evaluation components to actively promote walking and bicycling to school. Ryan Snyder Associates' scope of work includes working closely with both staff and a technical advisory committee, facilitating the community stakeholder meetings, developing the SRTS Master Plan document, and providing presentations to the Architectural and Design Commission, Planning Commission, and City Council.

EW:BSL/jr

Attachment:

Ryan Snyder Associates' Proposal to RFP #610-15