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- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
 - San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies
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SUPPLEMENTAL AGENDA ITEM NO. 9A

Plans and Programs Committee Meeting

June 20, 2012
12:00 Noon

Location:
SANBAG Office
Super Chief Conference Room
1170 West Third Street, 2nd Floor
San Bernardino, CA

DISCUSSION CALENDAR

9A. Contracts with ICF Jones & Stokes and Atkins North America, Inc. for the Regional Greenhouse Gas Inventory and Reduction Plan and Environmental Impact Report

Receive information and provide direction on the approach for expiring contract C10165 with ICF Jones & Stokes for the Regional Greenhouse Gas Inventory and Reduction Plan, and expired contract C10170 with Atkins North America, Inc. (formerly PBS&J) for the associated Environmental Impact Report.

Staff wishes to apprise Board members of a situation regarding two contracts associated with the Regional Greenhouse Gas (GHG) Inventory and Reduction Plan and Environmental Impact Report. Staff had been in the process of developing amendments to contract C10165 with ICF Jones & Stokes (ICF) for the development of the Plan, and contract C10170 with Atkins North America, Inc. (Atkins) for the Environmental Impact Report. It came to staff's attention in the last several days that the ICF contract will expire on June 30, 2012, and the Atkins contract has already expired. Staff needs to present to the committee alternative solutions to this situation so that continuity of work on this project can be maintained. This item is for information only. Staff would like to apprise Plans and Programs Committee members of the situation at the earliest possible moment and seek committee direction on the alternative approaches.



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Minute Action

SUPPLEMENTAL AGENDA ITEM: 9A

Date: June 20, 2012

Subject: Contracts with ICF Jones & Stokes and Atkins North America, Inc. for the Regional Greenhouse Gas Inventory and Reduction Plan and Environmental Impact Report

Recommendation:* Receive information and provide direction on the approach for expiring contract C10165 with ICF Jones & Stokes for the Regional Greenhouse Gas Inventory and Reduction Plan, and expired contract C10170 with Atkins North America, Inc. (formerly PBS&J) for the associated Environmental Impact Report.

Background: Staff wishes to apprise Board members of a situation regarding two contracts associated with the Regional Greenhouse Gas (GHG) Inventory and Reduction Plan and Environmental Impact Report. Staff had been in the process of developing amendments to contracts C10165 with ICF Jones & Stokes (ICF) for the development of the Plan, and C10170 with Atkins North America, Inc. (Atkins) for the Environmental Impact Report. Both contracts were originally executed in January 2010, with expiration dates of December 31, 2011. The ICF contract was previously amended, with a new expiration date of June 30, 2012. Both contracts were issued on a sole source basis, using the same consultants as were used for the County of San Bernardino's Greenhouse Gas Plan, and the authority for sole source procurement was granted by the Board in January 2010.

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Approved
Plans and Programs Committee

Date: June 20, 2012

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

COG	X	CTC		CTA		SAFE		CMA	
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Check all that apply.

The contract amendments were being developed to both extend the completion dates to June 30, 2013, and to add the City of Colton to the other 20 cities being provided professional services under these contracts. The additional time is needed primarily as a result of delays incurred waiting for datasets to be finalized for the Southern California Association of Governments (SCAG) Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), adopted by SCAG in April 2012, on which the GHG studies are dependent. More time is also anticipated for cities to receive policy buyoff from their own management and elected leaders. A separate item in the Plans and Programs Committee agenda is requesting approval of the Memorandum of Understanding (MOU) with the City of Colton governing the city's participation in the study.

In the process of developing the amendments to the ICF and Atkins contracts, it was discovered that the ICF contract is expiring on June 30, 2012, and that the Atkins contract had expired on its original expiration date. This requires staff to develop new contracts with the two firms, rather than amendments to existing contracts, and discussions have already been initiated to accomplish that. These contracts will be brought to the committee, or potentially directly to the SANBAG Board, as soon as possible. It is desired to execute the new contracts as soon as possible so that there will be no loss in the continuity of the work. Staff is requesting direction whether to: 1) take the new contracts directly to the SANBAG Board at its meeting on July 11, or 2) bring the new contracts back to the Plans and Programs Committee in July and then to Board in August.

In addition, invoices have been paid for Atkins work on the project following the expiration of the contract. Staff will be proposing that the Board authorize the payments that have already been made to Atkins. This action will be requested at the same time as the request for approval of the new contracts.

Staff is bringing this to the attention of the committee at the earliest possible moment, to advise the committee members of the nature of the problem, to identify possible solutions, and to seek committee direction on the next steps.

Financial Impact: This item has no financial impact on the Fiscal Year 2012-2013 SANBAG budget. However, an agenda item will be prepared in the near future requesting two new contracts for these projects, the scopes of work for which will add the City of Colton to the other 20 cities participating in the project.

Reviewed By: This item will be reviewed by the Plans and Programs Committee on June 20, 2012.

Responsible Staff: Steve Smith, Director of Planning