

**BOARD OF SUPERVISORS  
FINANCE/GOVERNMENT OPERATIONS AND  
ECONOMIC DEVELOPMENT COMMITTEE  
ACTION ITEM**

**SUBJECT:** **AWARD AUTHORITY INCREASE/Consultant Services  
for Transportation and Urban Planning**

**ELECTION DISTRICT:** Countywide

**CRITICAL ACTION DATE:** April 12, 2016

**STAFF CONTACTS:** Joe Kroboth, Transportation and Capital Infrastructure  
Christopher Bresley, Finance and Procurement

**PURPOSE:** To increase the award authority of the Consultant Services for Transportation and Urban Planning contract.

**RECOMMENDATION:** Staff recommends that the Finance/Government Operations and Economic Development Committee (FGOEDC) recommend to the Board of Supervisors (Board) that the Purchasing Agent be authorized to increase the award authority for the Consulting Services for Transportation and Urban Planning contract by \$1,500,000 making the new contract award authority \$4,870,000.

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**BACKGROUND:** On October 22, 2012 staff awarded a contract for Consultant Services for Transportation and Urban Planning using a cooperative procurement from Fairfax County in the estimated amount of \$500,000. This was done under staff authority, granted under the Loudoun County Procurement Resolution. On October 16, 2013 the Board approved an increase to the contract award authority of \$500,000 for a new total of \$1 million. On November 12, 2013, the FGOEDC increased the contract award authority by an additional \$745,000 and again on June 10, 2014 by an additional \$1,500,000 for a new total award authority of \$3,245,000. The contract was recently increased under staff authority by \$125,000 (25% of the original contract award amount) per the Board's Adopted Procurement Resolution for a new contract award authority amount of \$3,370,000. As of March 30, 2016, a total of \$3,357,890 has been obligated under this contract. The contract term ends on April 30, 2017 with up to two additional one year renewal periods.

The services provided under this contract include the following:

- assistance with the design review of the drawings for the Metrorail Silver Line Station;

- preparation of conceptual designs for roadway and pedestrian sidewalks/trails, prioritization of transportation projects;
- identification of sidewalk and trail projects;
- augmentation of staff who support capital projects and traffic engineering projects;
- oversight and ongoing tasks associated with special transportation planning initiatives directed by the Board (e.g., Dulles access road evaluation, Shellhorn Road alignment studies, and Prentice Drive alignment studies);
- assisting County staff with the preparation of applications for state and regional funding;
- development and cost estimation of transportation projects; transit planning, development of the transit development plan update; and
- consultation services to implement the Board's Transportation Initiatives.

The additional funding award of \$1,500,000 will be utilized to continue the previously identified efforts including:

- reviews for the Metrorail project and highway projects plans;
- cost estimating to support the capital improvement program and capital budget;
- model the transportation network, transit planning initiatives necessary to implement system changes to support the Silver Line Phase 1 and 2 project; and
- development of preliminary concept plans to advance transportation projects.

Work under this contract can be distributed to nine independent consulting firms. To date, staff has utilized the services of Kimley-Horn & Associates, Inc., Parsons Brinckerhoff, Inc., Rummel Klepper & Kahl, LLP, and Transystems Corporation.

**ISSUES:** Use of this contract aids in streamlining project completion by making available the resources of a large consulting pool. Otherwise a comprehensive procurement process must be employed for each task which could delay project development and requests from the Board.

**FISCAL IMPACT:** The Capital Project Management Consulting Services account in the Capital Fund has a current balance totaling \$2,520,215. Sufficient funding is currently available in the Capital Project Management Consulting Services account in the Capital Fund, to increase the award authority for the Consulting Services for Transportation and Urban Planning, Design and Engineering Services by \$1,500,000, for a new contract award authority amount of \$4,870,000. Moving forward, the FY 2017 Adopted Fiscal Plan includes an additional \$1,000,000 in local tax funding to pay for consulting services such as this contract.

**ALTERNATIVES:**

1. Recommend to the Board of Supervisors that the Purchasing Agent be authorized to increase the award authority for the Consultant Services for Transportation and Urban Planning contract by \$1,500,000 for a new contract amount of \$4,870,000.
2. Do not recommend this purchase and direct staff how to proceed.

**DRAFT MOTIONS:**

1. I move that the Finance/Government Operations and Economic Development Committee recommend to the Board of Supervisors that the Purchasing Agent be authorized to increase the award authority for the Consultant Services for Transportation and Urban Planning contract by \$1,500,000 for a new contract amount of \$4,870,000.

OR

2. I move an alternate motion.