



Fulton County Board of Commissioners
Agenda Item Summary

20-0217

BOC Meeting Date
3/18/2020

Requesting Agency

Public Works

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of contract extension – Public Works, Atlanta Regional Commission Contract UP1728, Fulton County Transit Master Plan in an amount not to exceed \$50,000.00 with Kimley-Horn and Associates, Inc., (Atlanta, GA) to continue providing engineering and planning services associated with the update and execution of the Fulton County Transit Plan. Effective upon BOC Approval.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-420, contract modifications within the scope of the contract and necessary for contract completion of the contract, in the specifications, services, time of performance or terms and conditions of the contract shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes Infrastructure and Economic Development

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Scope of Work:

On March 6, 2019, the BOC approved a one-year contract with Kimley-Horn and Associates, Inc. to update the 2018 Fulton County Transit Master Plan. During 2019, Kimley-Horn assisted Fulton County in revising the Master Plan based on new and evolving information provided by GDOT and MARTA, submitted all transit projects to the ATL for consideration as part of the Regional Transit Plan, facilitated the discussion of short-term, preferred transit investment scenarios for funding the highest priority projects, and aided with project implementation efforts associated with the Transit Master Plan projects and initiatives in both North and South Fulton County.

At the end of Kimley-Horn's contract in early 2020, it is apparent that additional facilitation by Fulton County and Kimley-Horn is still necessary with the North and South Fulton County cities to finalize the projects to be implemented and the chosen funding scenario. Therefore, Public Works is requesting that Kimley-Horn's current contract be extended for another 12 months to allow Kimley-Horn staff to continue to provide assistance to Fulton County in meeting with the cities in developing the final list of transit improvement projects and their funding mechanisms.

Agency Director Approval

**County Manager's
Approval**

Typed Name and Title

Felicia Strong-Whitaker, Director

Phone

(404) 612-5800

Signature

Date

Community Impact:

Increased transit service has been identified as a need in both North and South Fulton County. The update of the Fulton County Transit Master Plans reflect the current support and desire of improvement projects along GA400, I-285, and the South Fulton Parkway.

Department Recommendation:

The Public Works Department recommends the approval of this contract extension.

Project Implications:

The update to the Fulton County Transit Master plan was submitted to the ATL Regional Transit Plan in the summer of 2019. The projects still require a local match. In 2020, Kimley-Horn will assist Fulton County in building consensus among the cities on how to fund the required local component of these projects under this contract extension.

Community Issues/Concerns:

None have been raised to Public Works at this time.

Department Issues/Concerns:

Public Works is not aware of any issues or concerns.

History of BOC Agenda Item:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	19-0186	3/6/2019	\$50,000.00
Extension No.1		3/18/2020	\$50,000.00
Total revised amount			\$100,000.00

Contract & Compliance Information

(Provide Contractor and Subcontractor details.)

[Click here to enter text.](#)

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				
Total Contract Value	.			
Total M/FBE Values	.			
Total Prime Value	.			
Fiscal Impact / Funding Source <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> General Fund, Public Works- 100-540-5403-1160				
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>				
Source of Additional Information <i>(Type Name, Title, Agency and Phone)</i> David Clark, Director, Department of Public Works, (404)612-2804				

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement**Contract Attached:**
No**Previous Contracts:**
Yes**Solicitation Number:**
UP1728**Submitting Agency:**
Public Works**Staff Contact:**
David Clark**Contact Phone:**
404-612-2804**Description:.****FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: \$50,000
 Previous Adjustments: .
 This Request: \$50,000
 TOTAL: \$100,000

MBE/FBE Participation:

Amount: . %: .
 Amount: . %: .
 Amount: . %: .
 Amount: . %: .

Grant Information Summary:

Amount Requested: . ☐ Cash
 Match Required: . ☐ In-Kind
 Start Date: . ☐ Approval to Award
 End Date: . ☐ Apply & Accept
 Match Account \$: .

Funding Line 1:

100-540-5403-1160

Funding Line 2:

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Funding Line 3:

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Funding Line 4:

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KEY CONTRACT TERMS**Start Date:**

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End Date:

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Cost Adjustment:

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Renewal/Extension Terms:

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ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Clark, David	Date: 2/27/2020
X	County Attorney:	Ringer, Cheryl	Date: 3/11/2020
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 3/11/2020
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 3/6/2020
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 3/12/2020



February 26, 2020

David E. Clark, P.E.
Director of Public Works
Fulton County
141 Pryor Street SW
Atlanta, Georgia 30303

Re: Professional Services Task Order Extension for Fulton County Transit Master Plan Implementation

Dear Mr. Clark:

Kimley-Horn is pleased to submit this proposal to continue working with Fulton County to refine and implement the Fulton County Transit Master Plan.

Project Understanding

In 2017-18 Kimley-Horn led the development of the Fulton County Transit Master Plan. The plan was adopted by Fulton County in early 2018. Throughout 2018 and 2019, the Kimley-Horn team assisted Fulton County as the County and its municipalities evaluated the impact of state legislation and potential funding mechanisms, made minor amendments to the Transit Master Plan's short-term action plan, further defined and submitted priority projects as part of the ATL Regional Transit Plan, and considered alternate funding options.

Based on the most recent Fulton County Commission and Mayors Meeting (November 18, 2019), the County Commission and Mayors have not agreed to a funding and implementation plan for short-term priority projects, including GA 400 and South Fulton Parkway rapid transit. Additional work is needed to continue to refine and detail priority transit projects with Fulton County leaders, explore potential implementation funding and action items, and assist with project communication and coordination.

Based on our previous work on the Fulton County Transit Master Plan, our detailed understanding of the plan's priority projects, and our ability to make plan edits and updates quickly and efficiently, Kimley-Horn will work with Fulton County, the municipalities within Fulton County, MARTA, the ATL, and GDOT to facilitate further project definition, study and refine implementation tasks and action items, and assist with Fulton County transit coordination and communication efforts.

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

Task 1- Project refinement

In coordination with the County Manager and Director of Public Works, Kimley-Horn will:

- Work with Fulton County and its partners to further detail and refine the Fulton County Transit Master Plan and priority transit projects
- Assist with implementation options, efforts, and strategies including exploration of potential funding mechanisms and scenarios
- Develop, maintain, and refine potential referendum timelines and project communication materials

Task 2- Attend coordination and communication meetings with local elected officials, MARTA, the ATL, and GDOT to coordinate project refinement and implementation efforts

The Kimley-Horn team will attend coordination, project development, and project implementation meetings at the request of the County Manager and/or the Director of Public Works. Kimley-Horn's role in such meetings will be to:

- Represent the Transit Master Plan and the body of work that informed the plan
- Gather feedback from Fulton County elected officials regarding priority transit projects
- Present project information and any potential alternatives to the Fulton County Commission and Mayors
- Monitor and update project information as it relates to implementation of the Transit Master Plan

Kimley-Horn may utilize the services of other subconsultants or subject-matter experts to assist with project definition and implementation in the best interest of Fulton County.

Services Not Included

Any services requested by the County not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates.

Information Provided By Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives.

Schedule

We will provide our services as expeditiously as practicable. The term of this agreement will be for 6 months with a County option to renew for an additional 6 months if funding remains or if additional funding is available.

Fee and Expenses

Kimley-Horn will perform the services in Tasks 1-2 on a labor fee plus expense basis with a maximum labor fee of \$50,000. Kimley-Horn will not exceed the total maximum labor fee shown without authorization from the Client. Labor fee will be billed on an hourly basis according to our then-current rates.

Direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses as to these tasks such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project may be billed hourly.

Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

AMENDMENT NO. 1 TO FORM OF CONTRACT

Contractor: ***Kimley-Horn and Associates, Inc.***

Contract No. ***UP1728, Fulton County Master Transit Plan***

Address: ***817 W. Peachtree Street, NW, Suite 601***

City, State ***Atlanta, GA 30308***

Telephone: ***(404) 201-6135***

E-mail: ***eric.bosman@kimley-horn.com***

Contact: ***Eric Bosman, AICP***
Senior Vice-President

W I T N E S S E T H

WHEREAS, Fulton County ("County") entered into a Contract with Kimley-Horn and Associates, Inc., dated May 6, 2019, on behalf of the Department of Public Works; and

WHEREAS, this amendment will extend the agreement for an additional 12 months through December 31, 2020; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this amendment was approved by the Fulton County Board of Commissioners on _____, 2020.

NOW, THEREFORE, the County and the Contractor agree as follows:

This Amendment No. 1 to Form of Contract is effective as of the ____ day of _____, 20__, between the County and Kimley-Horn and Associates, Inc., who agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** This extension is for an additional 12 month period in order to allow staff to assist the County in meeting with the cities in developing the final list of transit improvement projects and funding mechanisms through December 31, 2020.
2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor in an amount not to exceed \$50,000.00 (Fifty Thousand Dollars and No Cents).

3. **LIABILITY OF COUNTY:** This Amendment No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. 1 TO FORM OF CONTRACT:** Except as modified by this Amendment No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

FULTON COUNTY, GEORGIA

CONSULTANT:

**KIMLEY-HORN AND ASSOCIATES,
INC.**

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

Senior Vice-President

ATTEST:

ATTEST:

Tonya R. Grier
Interim Clerk to the Commission

Secretary/
Assistant Secretary

(Affix County Seal)

(Affix Corporate Seal)

APPROVED AS TO FORM:

ATTEST:

Office of the County Attorney

Notary Public

APPROVED AS TO CONTENT:

County: _____

David Clark, Director
Public Works Department

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____	ITEM#: _____ RM: _____
RECESS MEETING	REGULAR MEETING