

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
(X) Action

FROM (DEPT/ DIVISION): Planning Division

SUBJECT: Award Consultant Contract for Update to the 2020 Coordinated Human Services Transportation Plan

<p>Background: Umatilla County is required to update the Coordinated Human Services Transportation Plan at least every 5 years under the STIF rule. The County Commissioners allotted \$150,000 for this planning effort in the 2026-2027 STIF formula fund.</p> <p>A request for proposals was issued on October 8, 2025. Umatilla County received two proposals from: Fehr & Peers and Kittleson & Associates.</p> <p>A small group including County Transit staff, a representative from Kayak, and the STIF Committee Chair evaluated and scored the two proposals. Fehr & Peers had an average score of 86.5/100 and Kittelson & Associates had an average score of 84/100.</p> <p>Kittelson & Associates' proposal has a proposed budget of \$122,177. Fehr & Peers' proposal has a proposed budget of \$148,525. Although Fehr & Peers' proposal is more costly, the evaluation group scored Fehr & Peer's proposal higher against the RFP evaluation criteria.</p>	<p>Requested Action:</p> <p>Staff are recommending the Board of Commissioners grant the Coordinated Human Services Transportation Plan consulting contract to Fehr & Peers for a contracted project amount not to exceed \$148,525.</p>
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ATTACHMENTS:

Date (12/2/2025)

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
() Human Resources (copy)
() Fiscal
(X) Legal (copy)
() (Other - List:)

To be notified of Meeting: Megan Davchevski

Needed at Meeting: Megan Davchevski

Scheduled for meeting on: December 10, 2025

Action taken:

Follow-up: