

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

FROM (DEPT/ DIVISION): Planning Division

SUBJECT: Award Consultant Contract for Regional Transit District Formation planning project

<p>Background: Previously, Umatilla County, CTUIR and the Umatilla County Transportation Advisory Committee have expressed the desire to explore the formation of a joint Transit District with CTUIR. The County Commissioners allotted \$300,000 for this effort in the 2026-2027 STIF formula fund. The funds are to include planning activities as well as pursuing legislative changes to state statutes for transit district formation.</p> <p>A request for proposals was issued on October 8, 2025. Umatilla County received one proposal from Kittelson & Associates.</p> <p>A small group including County Transit staff and a representative from Kayak scored the proposal. Kittelson & Associates had an average score of 84.7/100.</p> <p>Kittelson & Associates' proposal has a proposed budget of \$216,563. The evaluation committee believes Kittelson & Associates is qualified to conduct the project activities.</p>	<p>Requested Action:</p> <p>Staff are recommending the Board of Commissioners grant the Regional Transit District Formation planning contract to Kittelson & Associates for a contracted project amount not to exceed \$216,563.</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: