

**CITY OF TEMPE
REQUEST FOR COUNCIL ACTION**

**Council Meeting Date: 11/03/2016
Agenda Item: 5B8**

ACTION: Approve a one-year sole source contract with Scutari and Company who serves as a funding consultant for the Tempe Streetcar Project.

FISCAL IMPACT: Total cost of this one-year contract will not exceed \$100,000. Sufficient funds have been appropriated in the Transit Fund – cost center 3921 (Light Rail Operation) – for the anticipated expenditures.

RECOMMENDATION: Approve the sole source contract.

BACKGROUND INFORMATION: (T15-111) The City of Tempe issued a Request for Proposal (RFP) to establish a one-year contract with a single one-year renewal option to obtain the services of a consultant who would work with local partners to develop a funding arrangement to cover the anticipated shortfall in funding for the Tempe Streetcar Project.

The ongoing need for the services provided by Scutari and Company were not anticipated when the original solicitation was issued. Because of the project knowledge that Scutari and Company has established as a result of their ongoing work, it is not practical to solicit for these services. Therefore, a sole source has been established to allow for their continued participation.

Scutari and Company will also serve as the project manager for the joint Tempe/Valley Metro 'Pilot Program for Transit Oriented Development (TOD) Planning' grant.

Contractor Performance

The performance of Scutari and Company was rated by the Public Works Department as follows:

Criteria	Meets Contract Requirement	Does NOT meet Contract Requirements
Personnel are responsive, cooperative and available	X	
Overall quality of products or services delivered	X	
Timeliness of performance	X	
Quality of follow-up in resolving complaints or problems	X	
Firm's promptness in submitting accurate invoices	X	

Renewal Cost

There is no change to the rate structure.

ATTACHMENTS: None

STAFF CONTACT(S): Shelly Seyler, Deputy Public Works Director – Transportation and Traffic Engineering, (480) 350-8854

Department Director: Renie Broderick, Internal Services Director
 Legal review by: David Park, Assistant City Attorney
 Prepared by: Tony Allen, CPPB, Procurement Officer