



## Agenda Report

20-895

Agenda Date: 11/17/2020

### REPORT TO COUNCIL

#### SUBJECT

Action on Amendment No. 1 to the Agreement with Safe Moves for the Santa Clara Non-Infrastructure Safe Routes to School Phase 2 Project

#### COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

#### BACKGROUND

On March 21, 2017, Council approved an agreement (Attachment 1) with Safe Moves to provide consultant services for the Santa Clara Non-Infrastructure Safe Routes to School Phase 2 Project (Project). The purpose of this Project is to provide an educational and encouragement training program for 13 Santa Clara schools to increase the number of students walking or biking to school. The program includes topics such as bicycle safety and situational awareness for students who walk to school, encouragement activities and events to raise awareness of the benefits of walking or biking to school, and incentives and recognition for students participating in the program. The Project will also conduct surveys at the end of the program to measure the program's effectiveness.

The project uses Federal Congestion Mitigation and Air Quality (CMAQ) funds through the Vehicle Emissions Reductions Based at Schools (VERBS) program to offset the majority of the cost.

#### DISCUSSION

The consultant, Safe Moves, was scheduled to complete the three-year program by the end of the 2020/21 school year. However, program classroom activities were suspended in March 2020 due to the impacts of COVID-19. The current agreement expires on December 31, 2020, which does not provide adequate time to complete the Project and therefore an amendment is needed to utilize virtual training tools to complete the remaining tasks:

1. Complete curriculum development, handbook, and toolkit
2. Complete school encouragement events
3. Complete stakeholder meetings
4. Advertise all remaining events and update website with all materials

By extending the contract into next year, the City also hopes to reduce any possible gap between the program facilitated by Safe Moves and the next phase of the City's Safe Routes to Schools program planned to begin at the beginning of the 2021/2022 school year.

The proposed Amendment No. 1 (Attachment 2) extends the contract term to the completion of work described in the original agreement. Staff recommends approval of Amendment No. 1 to the Agreement with Safe Moves so the remaining tasks in the Agreement can be completed.

**ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

**FISCAL IMPACT**

There is no fiscal impact as the proposed amendment does not change the total compensation. The fees for the remaining tasks are already encumbered for the original Agreement and funding is available in the Safe Routes to School project in the Streets and Highways Fund of the FY2020/21 and FY2021/22 Capital Improvement Program Budget.

**COORDINATION**

This report has been coordinated with Finance Department and City Attorney’s Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>>.

**RECOMMENDATION**

Approve and authorize the City Manager to execute Amendment No. 1 to the Agreement with Safe Moves for the Santa Clara Non-Infrastructure Safe Routes to School Phase 2 Project.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Original Agreement
2. Amendment No. 1