

COUNCIL AGENDA: MARCH 5, 2013

SUBJECT: AUTHORIZATION TO DISTRIBUTE REQUESTS FOR QUALIFICATIONS FOR TRANSIT PROGRAM UPDATES

SOURCE: Public Works Department - Transit

COMMENT: As a recipient of Urbanized Area Formula Program funds, the Federal Transit Administration (FTA) examines how recipients meet statutory and administrative requirements, especially those that are included in the Annual Certifications and Assurances that grantees submit. Consistent with SAFETEA-LU, at least once every three years the Secretary of Transportation shall review and evaluate the performance of a recipient in carrying out the recipient's program.

On July 6, 2012, President Obama signed into law P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21). On August 28, 2012, the Federal Transit Administration (FTA) published a notice in the Federal Register announcing changes to the Title VI Circular (4702.1B) that went into effect, under MAP-21, on October 1, 2012. The City received notice on September 13, 2012, that the City's Title VI program is required to be updated and submitted by July 1, 2013.

Because of the changes to several civil rights areas, including Title VI, EEO, and DBE programs, staff is requesting authorization to distribute a Request for Qualifications (RFQ) for an outside agency to complete the updates to the City's Transit program.

The services to be rendered under this contract would consist of, but not be limited to, Title VI notices to the public; instructions on how to file a Title VI discrimination complaint; public participation plan; limited English proficiency; equity analysis; DBE; EEO and ADA.

Staff estimates that the updates to transit's civil rights programs will cost \$40,000 and will be funded in full by FTA 5303 Planning funds.

RECOMMENDATION: That the City Council authorize staff to distribute a Request for Qualifications for transit program updates.

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