


**ACTION ITEM
BOARD OF SUPERVISORS**

DATE: June 17, 2008

TO: Board of Supervisors

FROM: Fulton deLamorton
Transportation Administrator, 
Office of Transportation

ISSUE: Execute a Contract for Services to Evaluate Countywide Transportation Impact Fee Program

STAFF RECOMMENDATION: Approval

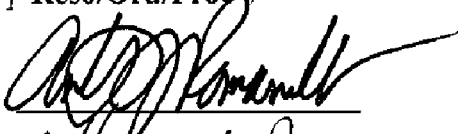
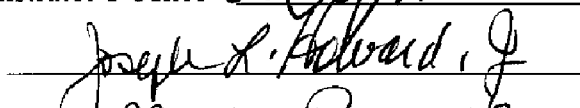
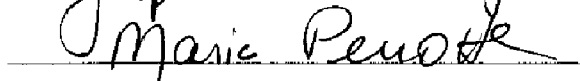
BUDGET IMPACT: Appropriated in Transportation Fund –
Road Improvements Account, \$110,000

ATTACHMENTS: (2)

Background Report **Reso/Ord/Proc # R08-264**

Reso/Ord/Proc #

Reso/Ord/Proc #

REVIEW: County Administrator's Office 
 Legal 
 Finance 

- | | | |
|--|--|--|
| <input type="checkbox"/> Consent Agenda | <input checked="" type="checkbox"/> Other Business | <input type="checkbox"/> Public Hearing |
| <input type="checkbox"/> Discussion Item | <input type="checkbox"/> Presentation | <input type="checkbox"/> Unfinished Business |
| <input type="checkbox"/> New Business | | |

PRESENTATION BY: Fulton deLamorton, Transportation Administrator

ELECTION DISTRICT: N/A

BACKGROUND REPORT

The County has had the authority to assess and collect transportation impact fees for many years. Having this authority, the County has an interest in establishing a transportation impact fee program on a Countywide basis.

Earlier in 2008, staff issued a Request for Proposals for qualified firms to provide as-needed consultant services for transportation impact fees. A selection committee, comprised of staff from the County Administrator's Office, the Planning and Zoning Department, and the Office of Transportation, reviewed the proposals received. The committee conducted interviews with three firms. After deliberations, the committee recommends the firm of TischlerBise of Bethesda, Maryland. At a meeting on June 3rd, the Board was presented with proposed contract information consisting of an update to the County's existing two transportation impact fee services plus an evaluation of future countywide transportation impact fees. The not-to-exceed value of a contract for both tasks was \$125,000. Since that meeting, the update of the existing program has been deleted from the proposed contract. The value of a contract to evaluate only countywide transportation impact fees is not to exceed \$110,000. Proposed Resolution R08-264 authorizes the County Administrator to execute a Contract for Services with TischlerBise, not to exceed \$110,000, and it authorizes the consultant to evaluate countywide transportation impact fees. Staff recommends approval.

PROPOSED

BOARD OF SUPERVISORS
COUNTY OF STAFFORD
STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, Stafford County Administration Center, Stafford, Virginia, on the 17th day of June, 2008

MEMBERS

VOTE

George H. Schwartz, Chairman
M. S. "Joe" Brito, Vice Chairman
Harry E. Crisp II
Mark Dudenhefer
Paul V. Milde III
Cord A. Sterling
Robert "Bob" Woodson

On motion of _____, seconded by _____, which carried by a vote of _____, the following was adopted

A RESOLUTION TO AUTHORIZE THE COUNTY ADMINISTRATOR TO EXECUTE A CONTRACT FOR SERVICES TO EVALUATE A COUNTYWIDE TRANSPORTATION IMPACT FEE PROGRAM AND APPROVAL OF THE INITIAL SCOPE OF WORK FOR SUCH

WHEREAS, as authorized in the Code of Virginia (1950), as amended, the County is authorized to collect transportation impact fees, and

WHEREAS, it is the desire of the Board to evaluate a Countywide transportation impact fee program, and

WHEREAS, following the solicitation of proposals from qualified firms for transportation impact fee consultant services on an as-needed basis, a selection committee evaluated the proposals received, conducted interviews, and it has made a recommendation as to the firm to be awarded the contract for these services, and

WHEREAS, the Board has appropriated funds to be expended for the purchase of these consultant services in accordance with an approved budget,

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 17th day of June, 2008, that the County Administrator be and he hereby is authorized to execute a contract with TischlerBise for a value not to exceed One Hundred Ten Thousand Dollars (\$110,000), and

BE IT FURTHER RESOLVED, that the initial task of the consultant is to evaluate future Countywide transportation impact fees

AJR OFD tbm