



CITY COUNCIL STAFF REPORT



October 8, 2024

ITEM TITLE

Grant Award and Agreement: Accept and Appropriate Grant Funds from the California Office of Traffic Safety for a Pedestrian and Bicycle Safety Program and Approve an Agreement with Circulate San Diego to Administer the Program

Report Number: 24-0255

Location: No specific geographic location

Department: Police

G.C. § 84308: No

Environmental Notice: The activity is not a “Project” as defined under Section 15378 of the California Environmental Quality Act State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3) no environmental review is required.

Recommended Action

Adopt resolutions A) Approving grant agreement between the City and California Office of Traffic Safety, accepting \$174,500 grant funds for the Pedestrian and Bicycle Safety Program and appropriating \$130,875 to the Police Grants Section of the Federal Grants Fund **(4/5 Vote Required)**; and B) Waiving the competitive formal bid requirement and approving an agreement with WalkSanDiego doing business as Circulate San Diego to administer the Pedestrian and Bicycle Safety Program.

SUMMARY

The California Office of Traffic Safety has awarded \$174,500 to the Police Department for the Pedestrian and Bicycle Safety Program. The goal of this program is to reduce the number of persons killed and injured in crashes involving pedestrians and bicyclists.

ENVIRONMENTAL REVIEW

The Director of Development Services has reviewed the proposed activity for compliance with the California Environmental Quality Act (CEQA) and has determined that the activity is not a “Project” as defined under Section 15378 of the State CEQA Guidelines because it will not result in a physical change in the environment;

therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is required.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

Not applicable.

DISCUSSION

The California Office of Traffic Safety's (OTS) mission is to effectively and efficiently administer traffic safety grant funds to reduce traffic deaths, injuries, and economic losses. The Police Department has been awarded various OTS grants, including the Serious Traffic Offenders Program (STOP), Comprehensive Traffic Safety Program, DUI Enforcement Program, and Selective Traffic Enforcement Program (STEP), which have enhanced the Traffic Unit by funding new positions, traffic enforcement operations and supplies/equipment used during traffic enforcement operations.

The Police Department has received funding from OTS for the Pedestrian and Bicycle Safety Program. Throughout the one-year grant period of October 1, 2024 to September 30, 2025, the Police Department will coordinate with Circulate San Diego to assist with fulfilling the goals of the grant. Work rendered for the Pedestrian and Bicycle Safety Program will include the following expenses: fees to perform multilingual services such as virtual and on-bike traffic education courses, community outreach, bike rides, walks and traffic safety item distributions at community events. The work will mainly be conducted by Circulate San Diego.

Single/Sole Source Justification

Circulate San Diego is the fictitious business name of WalkSanDiego, a 501(c)(3) nonprofit organization created in 2014 by the merger of Walk San Diego and Move San Diego. While working in the same neighborhoods toward similar goals, the organizations saw an opportunity to better serve the San Diego region by coming together to advocate for better transportation and more sustainable land use choices in the communities. Circulate San Diego often partners with local governments, school districts, private planning firms, and other nonprofits to create planning and community engagement programs. Their work includes Safe Routes to School projects, community workshops, civic engagement activities, pedestrian safety training, and the development of transportation planning documents.

Circulate San Diego qualifies for a single source contract because it is the only organization in the region with a focus on both pedestrian and bicycle safety instruction and related community engagement. The agreement was negotiated on the basis of Circulate San Diego's demonstrated competence and qualifications for the services to be provided, pursuant to Chula Vista Municipal Code section 2.56.110(A)(1). In order to procure these services, Circulate San Diego was chosen based on their unique knowledge, skills, and ability not available from other sources. In accordance with Chula Vista Municipal Code sections 2.56.110(H)(3) and 2.56.070(B)(4) single/sole source the award of this contract is not subject to competitive bidding requirements. This is the second grant award from OTS for the Pedestrian and Bicycle Safety Program. Last year, Circulate San Diego administered this program for the City of Chula Vista.

The agreement with Circulate San Diego in the amount of \$172,000 covers a one-year term of October 1, 2024 to September 30, 2025, which is the same as the OTS grant period of the Pedestrian and Bicycle Safety Program. The agreement ends when the grant term ends.

The grant from OTS also includes indirect cost in the amount of \$2,500 to administer the grant.

DECISION-MAKER CONFLICT

Staff has reviewed the decision contemplated by this action and has determined that it is not site-specific and consequently, the 500-foot rule found in California Code of Regulations Title 2, section 18702.2(a)(11), is not applicable to this decision for purposes of determining a disqualifying real property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

Staff is not independently aware, and has not been informed by any City Council member, of any other fact that may constitute a basis for a decision maker conflict of interest in this matter.

CURRENT-YEAR FISCAL IMPACT

Approval of this resolution will result in the acceptance of \$174,500 in grant revenues from the California Office of Traffic Safety, increased appropriations of \$129,000 to the supplies and services category and \$1,875 to the other expenses category of the Police Grants section of the Federal Grants Fund. The table below outlines the spending plan for the Pedestrian and Bicycle Safety Program.

DESCRIPTION	FY 2024-25	FY 2025-26	TOTAL
Contractual costs with Circulate San Diego	\$129,000	\$43,000	\$172,000
Indirect Costs	\$1,875	\$625	\$2,500
TOTAL	\$130,875	\$43,625	\$174,500

Funding from the California Office of Traffic Safety will completely offset these costs, resulting in no net fiscal impact to the General Fund.

ONGOING FISCAL IMPACT

The 12-month grant period crosses between two fiscal years. Funding for this program for the remaining \$43,625 in grant funds awarded, which covers 7/1/2025 to 9/30/2025, will be incorporated as part of the proposed fiscal year 2025-26 budget development process.

There is no fiscal impact to the General Fund beyond fiscal year 2025-26 as a result of this action.

ATTACHMENTS

1. OTS Grant Agreement PS25039
2. Agreement with Walk San Diego dba Circulate San Diego to administer the Pedestrian and Bicycle Safety Program

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