Arroyo Verdugo Communities Joint Powers Authority

Item #
VIII B

DATE: February 5, 2026

TO: Governing Board

FROM: Joaquin T. Siques, Executive Director

SUBJECT: Contract Extension – Cambridge Systematics

RECOMMENDATION:
It is recommended that the Governing Board:

1. Find this action is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061 (b) (3), the Common Sense exemption that CEQA only applies to projects that may have an effect on the environment; and

2. Authorize the Executive Director to execute the final Contract Option with Cambridge Systematics, Inc, for consultant services to develop the AVCJPA FY29 and FY30 Measure M Multi Year Subregional Plan in the amount not to exceed $27,751.

BACKGROUND:
On April 19, 2018 the AVCJPA Governing Board authorized the contract award to Cambridge Systematics, Inc. for consultant services to develop the AVCJPA Measure M MSP. The contract award included the base year plus four options to be exercised at the Governing Board's discretion. Per Section 1.2 of the services contract, the Cambridge Systematics, Inc. contract may be extended at the sole discretion of the AVCJPA Governing board. While options for the contract are extended in single year increments, the consultant assists with securing project funding from Metro in two-year cycles.

The AVCJPA Governing Board is being asked to extend Cambridge Systematic's contract for the final optional year for an amount not to exceed $27,751 to support the Executive Director and Technical Advisory Committee (TAC) in developing a project list for the FY 29 and FY 30 Measure M MSP funds and coordinate with the Los Angeles County Metropolitan Transportation Authority (Metro) as needed. The TAC and JPA staff recommend continued use of Cambridge Systematics based on their technical expertise, historical knowledge of the project lists for the AVCJPA, and proven track record.

The cost proposal of $27,751 will cover direct labor up to 126 hours to the project, overhead, and direct expenses for travel if needed for up to three in-person meetings for the development and approval of the project list through March 2027. The cost proposal was vetted by AVCJPA staff as being reasonable and appropriate for the technical and professional services needed. For context, the most recent contract extension with Cambridge Systematics totaled $26,477.

ENVIRONMENTAL ANALYSIS:
The proposed contract extension with Cambridge Systematics, Inc. is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061 (b) (3), the Common Sense exemption. The consultant's activity is covered by the common sense exemption that CEQA only applies to programs or projects that have a potential for causing a significant effect on the environment.

FISCAL IMPACT:
The cost of this action is not to exceed $27,751. Funding for this action is available through the Funding Agreement between the AVCJPA and Metro which provides .5% for the Measure M MSP Planning Activities. In prior years the AVCJPA has received 100% reimbursement of consultant costs.

The contract expenses with Cambridge Systematics will be in FY26 and FY27. The FY26 budget has $15,000 for contract expenses between now and June 30, 2026. Any remaining contract balance will be budgeted for expenses to end in FY27.