

Memorandum

REPORT TO: City Commission

FROM: Danae Giannetti, Engineer II
Nicholas Ross, Director of Transportation and Engineering

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement with Kittelson and Associates for the Safe Streets and Roads for All (SS4A) Safety Action Plan (SAP) Project

MEETING DATE: June 16, 2026

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to Sign a Professional Services Agreement with Kittelson and Associates for the Safe Streets and Roads for All (SS4A) Safety Action Plan (SAP) Project.

STRATEGIC PLAN: 4.5 Housing and Transportation Choices: Vigorously encourage, through a wide variety of actions, the development of sustainable and lasting housing options for underserved individuals and families and improve mobility options that accommodate all travel modes.

BACKGROUND: The City of Bozeman was awarded FY2023 and FY2024 US Department of Transportation (USDOT) Safe Streets and Roads For All (SS4A) Planning and Demonstration Grants through the Federal Highway Administration. The grants provide funding for a Safety Action Plan (SAP) and demonstration activities that include the installation of advanced safety data collection equipment in eight existing traffic signals and piloting of a safety data platform that will facilitate crash data analysis. The SAP will provide recommended programs, policies, and a prioritized project list to provide comprehensive, well-defined strategies to prevent roadway fatalities and serious injuries.

In January 2026, staff issued an RFQ for consultant services to develop the SAP and had five respondents to the request. Kittleson was selected based on meeting required qualifications including demonstrating past experience with SS4A Safety Action Plans and a thorough understanding of the scope of work for the project. Staff have reviewed the scope of work and fee and recommends authorizing the City Manager to sign the professional services agreement with Kittleson.

UNRESOLVED ISSUES: None.

ALTERNATIVES: None identified.

FISCAL EFFECTS:

The total project cost is \$249,982. The Safe Streets and Roads for All grant provides \$199,985.60 (80% of the total cost) with the City contributing the remaining \$49,996.40 as local match. The City's matching funds have been approved in the FY26 Arterial and Collector District operating budget.

Attachments:

[20260616 PSA SS4A SAP.docx](#)

[20260616 PSA Exhibit A.pdf](#)

Report compiled on: May 28, 2026