

COUNCIL ACTION FORM

**SUBJECT: 2040 LONG RANGE TRANSPORTATION PLAN UPDATE –
ENGINEERING SERVICES CONTRACT**

BACKGROUND:

The Ames Area Metropolitan Planning Organization (AAMPO) is required to prepare an updated Long-Range Transportation Plan every five years. The next update is due for completion by October 1, 2015.

The overall purpose of the Long Range Transportation Plan (LRTP) is to identify a vision for transportation that is integrally linked with the adopted Land Use Policy Plan and Urban Fringe Plan. It will describe how transportation services will evolve over a 25-year period. The attached scope of services identifies each of the major tasks involved with the plan development, as well as the subtasks, which identify the work activity in greater detail.

As part of developing the plan, transportation data regarding mapping, traffic, transit, biking, and pedestrians will be gathered. The AAMPO Policy Committee – which includes the Ames City Council – will oversee development of the plan. The AAMPO Technical Committee will guide development of the plan, while staff will act as administrator for the MPO. The goals and objectives for the plan update will expand on the goals and objectives developed in the 2035 Plan, the current plan which was adopted in 2010. The new plan will be updated as appropriate based on citizen input received during the public participation process and feedback received since adoption of the current plan. The updated goals and objectives will then be presented to the Policy Committee and will serve as the basis for decision making as potential projects are analyzed.

Opportunities for public participation in the process will be provided through several avenues. Numerous public meetings will be held to gather information regarding the community's transportation needs, including a design charrette process. A Transportation Focus Group will be assembled to advise the technical staff throughout the plan update. This focus group will be made up of a diverse group of public and private individuals from all parts of the Ames area representing various interests.

The focus group will include, but not be limited to, bicyclists, neighborhood associations, emergency service providers, CyRide (transit provider), business groups, ISU students and staff, industrial business representatives, and developers. A project web site will also be developed to engage the public and provide ongoing information about the Ames Area MPO and its transportation goals.

Base year transportation modeling for this plan will be done by Iowa Department of Transportation (Iowa DOT) in conjunction with the consultant and staff. Traffic and transit analyses will be included. This evaluation will also include all modes of travel, which includes the community's on-street and shared-use path systems as well as the potential of developing interconnections with a green-belt trail system. This also serves to bring an energy efficiency strategy into the planning process. **Bicycle and pedestrian level of service will be evaluated as part of this plan.**

The new plan will not only include traditional transportation planning elements, but will also contain an emphasis on safety in accordance with state-of-the-practice planning measures and direction from national and local policy makers, as well as all required planning factors as specified in federal MAP-21 transportation legislation. A specific goal of this update will include a "mode split" step in the transportation model for transit, which involves an extensive on-board travel survey. A mode split takes a traditional "vehicle trip" model and converts it to "person trips", thereby allowing the model to estimate what mode (vehicle or transit) they would take when traveling through the Ames area. This then allows for greater accuracy when assessing impacts to the transportation system.

All of this will lead to the development and evaluation of a "universe of alternatives" for transportation improvements. Project concept plans will be drafted or updated for these improvements, and each potential project will be checked to determine if it is financially feasible based upon year of expenditure dollars. The consultant will ultimately deliver the final report in both paper and electronic formats. All of this work will be completed within the next 21 months prior to October 1, 2015.

L RTP Development Process:

Planning & Public Involvement Steps:

- Issues/Vision Workshop
- Compile Issues/Establish Vision
- Alternatives Development (Charrette)
- Evaluate Alternatives
- Alternative Evaluation Workshop
- Select Alternatives
- Create Draft 2040 Plan

Transportation Modeling Steps:

- Existing Land Use/Population/Employment
 - Develop 4-Step Model (Existing)
 1. Trip Generation
 2. Trip Distribution
 - 3. Mode Split/Mode Choice - New**
 4. Network Assignment
- Future Land Use/Population/Employment
 - 4-Step Model (Existing + Committed)

The planning and modeling efforts run concurrently throughout the plan development.

Consultant Selection Process

Following federally mandated requirements, the consultant selection process began in August 2013 when a Request for Qualification (RFQ) Statements was solicited by AAMPO. AAMPO sent the request to all pre-qualified firms registered with the Iowa

DOT as having transportation planning skills. Of the 47 registered firms, approximately seven firms called or visited to express interest. As a result of the RFQ, three teams submitted statements. (Typically, 3 to 5 firms with an average score of 80 out of 100 points are asked to submit proposals.) The scores for the RFQ process were as follows:

2040 LRTP: RFQ Scores						
Firm	AAMPO	Public Works	Iowa DOT	ISU	CyRide	Average
SRF	92	88	66	85	99	86.0
LSA	88	92	82	81	96	87.8
HDR	85	89	84	76	83	83.4

In August, a consultant Selection Team consisting of staff from AAMPO, Public Works, Iowa State University, CyRide, and Iowa DOT reviewed the statements and asked the three teams to submit proposals. The three teams were HDR Engineering Inc. (HDR), LSA Associates, Inc. (LSA), and SRF Consulting Group, Inc. (SRF).

These three firms came to onsite interviews in September 2013. The scoring matrix and evaluative criteria used for those interviews is shown below. As with the RFQ evaluation, any firm having an average score of approximately 80 out of 100 points is considered competent to perform the LRTP plan update.

2040 LRTP: RFP Scores						
Firm	AAMPO	Public Works	Iowa DOT	ISU	CyRide	Average
SRF	89	84	73	96	97	87.8
LSA	90	84	83	95	84	87.2
HDR	83	76	88	92	84	84.6

<u>Scoring Criteria:</u>	<u>Points</u>
Project Understanding:	10
Design Team:	10
Key Personnel:	15
Previous Experience:	20
Project Approach:	5
Responsiveness:	10
Ability to Perform Works:	15
Proposed Project Schedule:	15

Why HDR?

Prior to making a final determination, the selection team discussed the strengths and weaknesses of each firm in great detail. Each respective firm had assembled a team of people with diverse areas of expertise, which made selecting any one firm very difficult. However, the selection team was tasked with picking the firm that had the strongest overall team in all areas of transportation planning, public involvement, and technical knowledge to get the best product for our community. **During the interviews, it was found that HDR was proposing a much stronger focus on the public engagement**

process than the other firms. This was very impressive and will be quite important in developing the best possible plan because all steps of the update rely heavily upon user (customer) input and feedback. **It should be noted that, per Federal requirements, cost cannot in any way be part of the selection process. Cost can only be determined after a firm is selected and staff enters into negotiations to define the scope and fee for the project.**

As a result of that process, the team of HDR out of the Omaha, Nebraska office, with HDR's other subcontractors were recommended to prepare the plan. HDR had the strongest working knowledge of the Ames area, since they created the 2010 LRTP. **HDR is also set apart from the other firms based upon their outstanding public participation plan, experienced team members, and proven technical capabilities.** Being one of the larger planning and engineering firms, HDR can also pull from a national employment base of subject matter experts as needed to provide innovative and creative transportation solutions.

Staff negotiated a contract with HDR and a fee not to exceed \$499,301. The contract will run over the next two fiscal years. Federal planning funds distributed to the MPO will pay for 80% of the plan, which will total approximately \$399,441. MPO/Planning Funds have been programmed for approximately \$308,000 in FY13/14 and \$132,000 in FY14/15, which brings the total programmed federal funding to \$440,000. The City of Ames will need to provide an approximate local match of \$99,860. The budgeted amount shown in the 2013/14 CIP has \$80,000 from Road Use Tax (RUT) funds, leaving an additional \$19,860 to be funded. In December 2013, projected savings of \$84,500 from the Traffic Signal Program for Lincoln Way and Hayward Avenue were returned to the balance of the RUT fund. The additional \$19,860 could be financed from the balance of the RUT Fund.

ALTERNATIVES:

- 1 a. Authorize \$19,860 be allocated from the Road Use Tax available balance to fund this consulting contract.
 - b. Approve the Engineering Services Agreement to prepare the 2040 Long Range Transportation Plan with HDR Engineering Inc. of Omaha, NE in an amount not to exceed \$499,301.
2. Do not execute the agreement with HDR and select one of the other companies to assist with the development of a Long Range Transportation Plan.
3. Do not execute the agreement with HDR and initiate a new RFQ/RFP process to select a consultant to assist with the development of a Long Range Transportation Plan.

MANAGER'S RECOMMENDED ACTION:

By executing the professional service agreement with HDR, the community will be able to begin its process for visioning and planning for the community's next 25 years of transportation needs, and will meet the required deadline of October 2015 for approval of the final plan.

Therefore, it is the recommendation of the City Manger that the City Council adopt Alternative No. 1, thereby approving the Engineering Services Agreement to prepare the 2040 Long Range Transportation Plan with HDR Engineering Inc. of Omaha, NE in an amount not to exceed \$499,301.