

ITEM #: 14
DATE: 07-09-24
DEPT: PW

COUNCIL ACTION FORM

**SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH HDR ENGINEERING, INC.
FOR COMPREHENSIVE SAFETY ACTION PLAN**

BACKGROUND:

The [Safe Streets and Roads for All](#) (SS4A) discretionary grant program was established in the Bipartisan Infrastructure Law (BIL) with the primary purpose to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development and refinement and implementation focused on all users. The program has two grant types available to apply for; 1) a planning & demonstration grant or 2) an implementation grant, which are described as follows:

Planning & Demonstration Grant - Provide funding to develop a safety action plan, conduct supplemental safety planning to enhance an action plan, or carry out demonstration activities to inform the development of, or an update to, a safety action plan. A safety action plan is the foundation of the SS4A program and must include the components shown in Attachment A.

Implementation Grant - Provide funding for projects and strategies identified in a safety action plan that address roadway safety problems. In order to apply for an Implementation Grant, applicants are required to have an existing safety action plan.

On December 13, 2023, the AAMPO was awarded \$100,000 in SS4A planning & demonstration grant funding by the U.S. Department of Transportation for the creation of a comprehensive safety action plan (CSAP). The AAMPO intends to develop its CSAP in coordination with its 2050 Metropolitan Transportation Plan (MTP) update, including shared data collection and public engagement efforts. The anticipated adoption date of the CSAP is September 23, 2025 (the same date at the MTP's anticipated adoption).

The AAMPO included the CSAP's development in its Fiscal Year (FY) 2025 Transportation Planning Work Program (TPWP). **In total, \$125,000 is budgeted for the CSAP as follows:**

<u>Funding Source</u>	<u>Amount</u>
U.S. DOT SS4A Grant	\$100,000
City of Ames Local Road Use Tax	\$13,000
Iowa DOT HSIP Funding	\$12,000
TOTAL:	\$125,000

The Federal Highway Administration (FHWA) is still working on finalizing the AAMPO's SS4A Grant Agreement. Because work cannot begin and expenses cannot be reimbursed until the execution of the grant agreement, **approval of this professional services agreement with HDR (see Attachment B) will be contingent upon the execution of the grant agreement. MPO staff anticipates the grant agreement will be ready to execute within the next couple months.**

The AAMPO Transportation Policy Committee also approved this professional services agreement contingent upon the grant agreement's execution and approval by Ames City Council.

CONSULTANT SELECTION:

Following applicable federal and state mandated purchasing requirements, to allow use of federal funds, the AAMPO solicited a Request for Proposals (RFP) to select a qualified firm to develop the CSAP. A total of three (3) proposals were received. Each proposal was evaluated by a project selection team consisting of AAMPO, Story County, and City of Ames staff. Listed below are the criteria used for scoring the proposals:

<u>RFQ Scoring Criteria</u>	<u>Points</u>
Project Understanding & Approach	50
Project Team & Key Personnel	15
Previous Experience	15
Understanding of the AAMPO	10
Project Management	10

The scores for the presentations and proposals, utilizing the above criteria, are as shown below. Following Federal requirements, this is a qualifications-based selection and proposed fees cannot be considered for selecting the preferred firm.

Rank	Firm(s)	Score
1	HDR Engineering	91
2	Felsburg Holt & Ullevig (<i>Prime</i>), SRF Consulting, ATG	85
3	Strand Associates (<i>Prime</i>), Toole Design	83

Given the above rankings, staff has negotiated a contract with the highest rank firm, HDR Engineering, Inc. of Omaha, Nebraska.

PROJECT SCOPE:

The key services the consultant will perform include the following:

- Create a Comprehensive Safety Action Plan for the AAMPO which meets the requirements specified by the SS4A grant program.
- Collect and process all applicable roadway, socioeconomic, and transportation safety data (GIS data, traffic data, crash data, transit data, bicycle/pedestrian data, socioeconomic data, and previous transportation studies in the AAMPO region).
- Assist with leadership commitment and goal setting for significantly reducing fatalities and serious injuries on the region's transportation system.
- Help formalize a committee and task force structure for overseeing progress of the CSAP

development and its implementation. Participate in AAMPO committee meetings and deliver presentations at key project milestones, including draft and final plan development.

- Perform a detailed safety analysis of the region's transportation network including a descriptive crash analysis, safety data conflation/ geographic layer creation, determining systemic crash patterns, and identifying a high-priority safety network.
- Develop robust community and stakeholder engagement strategies through the creation of a Public Engagement Plan. Assist the AAMPO and City of Ames with public & stakeholder engagement efforts including creation of a project webpage on the AAMPO website, hosting engagement booths at community events, participating in two public open houses, and developing content for a web-based open house.
- Ensuring the public input process and the strategies used for the plan's development are equitable.
- Evaluate existing policies and processes to identify opportunities to make changes which will encourage severe crash reductions. Examples include engineering standards, comprehensive plans, and land use and zoning policies.
- Recommend strategies and infrastructure projects which will improve regional transportation safety and promote severe crash reductions using a combination of the safety data analysis, engagement findings, equity considerations, and results of evaluations of existing policies & processes.
- Help the AAMPO develop potential metrics which may be used to track safety progress during after the CSAP's approval and during implementation.

ALTERNATIVES:

1. Approve the professional services agreement with HDR Engineering, Inc. of Omaha, Nebraska for creation of a Comprehensive Safety Action Plan in an amount not to exceed \$124,905, contingent upon execution of the AAMPO SS4A grant agreement.
2. Do not approve the agreement and request that the AAMPO negotiate an agreement with another firm.

CITY MANAGER'S RECOMMENDED ACTION:

The creation of a Comprehensive Safety Action Plan will help the AAMPO and its member agencies develop strategies and program projects which will reduce transportation-related serious injuries and fatalities and improve safety. **Once the plan is approved, the AAMPO and its members agencies will be able to apply for SS4A implementation grant funding to implement future infrastructure projects and strategies identified in the plan.**

HDR Engineering, Inc. submitted the top-ranked proposal as determined by the project selection team comprised of AAMPO, City of Ames, and Story County staff. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**

ATTACHMENT(S):

[Attachment A - SS4A Action Plan Components.pdf](#)

Attachment B - CSAP Consultant Agreement.pdf