



## Legislation Details (With Text)

<b>File #:</b>	16-220	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Consent Agenda	<b>Status:</b>		Agenda Ready	
<b>File created:</b>	6/3/2016	<b>In control:</b>		Town Council	
<b>On agenda:</b>	6/14/2016	<b>Final action:</b>			
<b>Title:</b>	A Resolution Authorizing Award of a Consultant Agreement To Felsburg Holt & Ullevig, Inc., For the Transportation Master Plan Update, In The Amount of \$94,780; And Setting Forth Details In Relation Thereto.				
<b>Sponsors:</b>	Public Works				
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. Resolution				

Date	Ver.	Action By	Action	Result
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### SUBJECT: CONSENT AGENDA

Consideration of A Resolution Authorizing Award of a Consultant Agreement To Felsburg Holt & Ullevig, Inc., For the Transportation Master Plan Update, In The Amount of \$94,780; And Setting Forth Details In Relation Thereto.

**DEPARTMENT:** Public Works

**PRESENTER/PREPARER:** Russell Pennington, Deputy Public Works Director  
Gary Behlen, Public Works Director  
Wendi Palmer, Civil Engineer

### FISCAL INFORMATION:

Cost as Recommended: \$104,300.00  
Balance Available: \$125,000.00 (with rollover from 2015)  
Fund: Transportation Impact Fund  
Budget Line Item Number: 300-70-110-605000-100092  
New Appropriation Required: No

### STAFF RECOMMENDATION:

Approve Resolution authorizing execution of said contract, and authorizing Staff to expend funds.

### SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Town's current Transportation Master Plan, dated January 2008, was prepared in conjunction with the 2005 Comprehensive Plan Update, and was finalized January, 2008. Traffic projections were based on the 2007 Development Plan. Since this time there have been several updates to the development plan, and the Comprehensive Plan was updated in December, 2015. The 2015 Comprehensive Plan update did not include a Transportation Master Plan update.

The Transportation Impact Fund budget has had funding for a Transportation Master Plan Update for the last two years, with the start of the project beginning once the Comprehensive Plan update is complete. Now that the Comprehensive Plan Update is complete, Staff would like to begin the Transportation Master Plan Update.

Staff recommends awarding the Consultant Agreement to Felsburg Holt & Ullevig (FHU), Inc., for the Transportation Master Plan Update as a preferred vendor instead of requesting qualifications and proposals from multiple consultants. The following are reasons taken into consideration by Staff in making the decision to recommend FHU.

1. FHU has reviewed development traffic studies for the Town since the mid 1990's.
2. As part of the review of development traffic studies, FHU is tracking the updated traffic counts from the development traffic studies in GIS, and providing the data to the Town.
3. Because FHU reviews development traffic studies for the Town, FHU does not work for developers in Erie. Many of the other qualified Traffic Consultants contract with local Erie Developers to perform traffic studies for development.
4. The current Transportation Master Plan, dated January 2008, was prepared by LSA in conjunction with the 2005 Comprehensive Master Plan. Town Staff does not have a current relationship with LSA.
5. FHU prepared the previous Transportation Master Plan, prior to the LSA 2008 Plan, and has extensive experience doing Transportation Master Plans for other municipalities.
6. FHU was the consultant that completed the Highway 7 PEL Study.
7. The Town recently solicited qualifications for the Erie Parkway Corridor Study which has a similar scope as a Transportation Master Plan but on a smaller scale. FHU was one of the three traffic consultants who submitted qualifications. FHU was selected for the Erie Parkway Corridor Study based on their qualifications being superior to the other two who submitted qualifications to the Town. Based on their performance to date, FHU has exceeded our expectations.
8. Many of the tasks being performed for the corridor study will benefit and compliment the Transportation Master Plan.
9. Based on the Community Outreach that has been completed to date for the Erie Parkway Study, FHU has obtained a wealth of information on what the Community desires for transportation in general, not just for Erie Parkway.
10. Based on the progress of the Erie Parkway Corridor Study and long term Traffic Study review, Staff has developed a very good working relationship with FHU Staff.

#### **Budget Summary**

Master Plan Contract	\$94,780.00
<u>Contingency 10%</u>	<u>\$9,520.00</u>
Project Costs	\$104,300.00

Staff recommends awarding the Consultant Agreement To Felsburg Holt & Ullevig, Inc., For the Transportation Master Plan Update.

#### **Project Schedule**

Notice of Award	June 15, 2016
Project Complete	Spring 2017

#### **ATTACHMENTS:**

- a. Resolution