

STAFF REPORT



MEETING DATE:	October 9, 2018
SUBJECT:	Authorize Agreement for On-Call Travel Demand Modeling Support Services
AGENDA ITEM:	5-6
STAFF CONTACT:	Michael Kuker, Assistant Transportation Planner

SUMMARY:

SRTA is required to maintain tools to estimate future travel demand and analyze the traffic impacts of transportation and land use alternatives. Consultants have been enlisted to perform complex modeling projects and updates since October 2007. SRTA's current agreement for on-call travel demand modeling support services expires on December 31, 2018.

STAFF RECOMMENDATION:

It is recommended that the board of directors authorize the director to execute a technical services agreement with **NAME** for on-call travel demand modeling support services, for an initial three-year-term, not to exceed \$100,000.

DISCUSSION:

Under federal and state law, SRTA must maintain tools to estimate future travel demand and analyze the traffic impacts of transportation and land use alternatives. SRTA's activity-based travel demand model, called ShastaSIM, satisfies this requirement. It is used in transportation planning and programming for assessing the transportation impacts of a proposed development. SRTA continues to develop in-house modeling capabilities; however, consultants are needed to perform complex modeling projects and model updates. The agency has maintained an on-call travel demand modeling agreement since October 2007. SRTA's current on-call agreement with DKS Associates expires December 31, 2018.

SRTA issued a Request for Qualifications on August 20, 2018. **NUMBER** statements of qualification were received. **NAME** is recommended based on **REASON** and **REASON**. All work orders performed under this agreement shall be authorized in writing by the executive director and require a scope of work, budget, and well-defined deliverables. SRTA will retain a vendor list of other qualified consultants for up to three years.

The attached technical services agreement is for a three-year period. The agreement includes provisions for an extension of up to two years by the executive director.

ALTERNATIVES:

The board of directors may choose a different firm, circulate a new request for qualifications, or delay this item to request additional information.

FISCAL IMPACT:

SRTA is contracting for a minimum three-year term for a not-to-exceed total of \$100,000. Currently, \$25,000 is programmed in FY 2018/19 of the Overall Work Program under Work Element 705.05 (Regional Modeling & Forecasting Tools) for anticipated travel demand modeling needs.

Daniel S. Little, AICP, Executive Director

Attachments: Technical Services Agreement with NAME for On-Call Travel Demand Model Support Services (*not available for TAC*)