



STAFF REPORT/RESOLUTION

TO: Southwest Washington Regional Transportation Council Board of Directors
FROM: Matt Ransom, Executive Director
DATE: April 25, 2017 
SUBJECT: **Regional Traffic Counting Services Contract, Resolution 05-17-06**

AT A GLANCE - ACTION

The RTC Board is being asked to authorize the RTC's Executive Director to enter into an agreement with Quality Counts for the collection of on-call transportation data in an amount not to exceed \$75,000 over 3-years, or approximately \$25,000 per year. This agreement will also allow for "piggybacking" on this procurement process by local government agencies.

INTRODUCTION

RTC collects transportation data to support local and regional transportation planning purposes. RTC's data collection includes vehicle volumes, vehicle occupancy, travel time, and any other transportation data. This data collection supports the Congestion Management Process (CMP), regional travel forecasting model, and other transportation planning processes.

A Congestion Management Process is required to be developed as an integral part of the metropolitan planning process in Transportation Management Areas (TMA). As the TMA for the Vancouver Urban Area, RTC is required to develop and implement a Congestion Management Process. The Congestion Management Process began in 1995 and has been continued from that point forward and provides valuable information on the performance of the transportation system. The collection of transportation data is a key component of the Congestion Management Process.

Adoption of Resolution 05-17-06 will authorize the RTC Executive Director to enter into an agreement with Quality Counts for the collection of transportation data.

CONSULTANT SELECTION PROCESS

A review team with representatives from Clark County and RTC was formed to review proposals. The Request for Proposals was issued on February 24, 2017 with responses due on March 30, 2017. In response to the Request for Proposals, submittals were received from three firms. The respective firms included Innovative Data Acquisitions, Quality Traffic Data, and Quality Counts. The review team individually evaluated the proposals based on the selection criteria. The review team felt interviews were not necessary and all team members recommended that the Quality Counts firm be selected for the on-call collection of transportation data.

Attached is the scope of work and unit cost for the work to be performed by Quality Counts.

POLICY IMPLICATION

RTC is required by federal statute to develop and implement a Congestion Management Process. The collection of transportation data is a critical component of meeting this requirement. The approval of an agreement with Quality Counts to provide on-call transportation data collection will provide RTC with the additional transportation data needed to meet the Congestion Management Process requirement.

BUDGET IMPLICATION

Action on this resolution would allow RTC’s Executive Director to enter into a 3-year on-call agreement with Quality Counts for the collection of transportation data in an amount not to exceed \$75,000, or approximately \$25,000 per year. RTC’s YR 2017 Work Program and Budget (Resolution 12-16-31) included professional services budget for this work activity.

ACTION REQUESTED

Adoption of Resolution 05-17-06 authorizes the Executive Director to enter into a three year agreement with Quality Counts for the collection of transportation data.

ADOPTED this _____ day of _____ 2017,
by the Southwest Washington Regional Transportation Council.

SOUTHWEST WASHINGTON
REGIONAL TRANSPORTATION COUNCIL

ATTEST:

Jeanne E. Stewart
Chair of the Board

Matt Ransom
Executive Director

Attachment: Scope of Work and Unit Cost

CONTRACTOR SCOPE OF WORK

The Contractor will collect and prepare reports for the collection of transportation data including traffic counts, travel times, auto occupancy, and other transportation data that may be requested for the Congestion Management Process.

Transportation data that may be requested includes, but is not limited to:

- Arterial and highway vehicle volumes
- Vehicle classification counts
- Intersection turn movements
- Auto occupancy Counts
- Corridor travel time studies
- Origin/Destination Study

Generally, the transportation data requested as part of this project will be collected in the spring or fall, on weekdays, excluding Monday morning, Friday afternoon, and holidays. In addition, most transportation data will consist of three primary time periods: 24 hour period, the AM peak 6:30 a.m. to 8:30 a.m., and the PM peak 4 p.m. to 6 p.m. The specific scope, location, and type of data elements for the data collection effort shall be determined as needed. This contract is for on-call data collection services.

The consulting firm will provide necessary equipment and follow best practices for the collection of transportation data. Consulting firms should follow standard practices and be in conformance with procedures as defined by the Institute for Traffic Engineers and AASHTO.

BUDGET- UNIT COST

The total amount of installment payments paid to Contractor for completion of the Scope of Work shall not exceed \$75,000 between the execution of this contract and December 31, 2020. A limit of \$25,000 per calendar year shall be a guideline for services. Unit costs for data collection shall be limited to the unit cost itemized below. Cost of services for data collection not listed in this Exhibit shall be mutually agreed to by RTC and the Contractor prior to services being provided. RTC shall incur no financial obligation more than the total budget.

SURVEY TYPE	DURATION	UNIT COST
2-lane bi-directional volume tube counts	24 Hour	\$70
4+ lane bi-directional volume tube counts	24 Hour	\$120
2-lane bi-directional vehicle classification study	24 Hour	\$85
4+ lane bi-directional vehicle classification study	24 Hour	\$140
Intersection video turn movement count	2 Hour	\$130
Manual occupancy study	2 Hour	\$90
Travel time/Delay study (GPS units)	2 Hour	\$190
Origin/Destination study	2 Hour	\$400/lane
Parking Utilization Studies	Per Hour	\$45
Radar Speed Studies	Per Hour	\$45