



STAFF REPORT/RESOLUTION

TO: Southwest Washington Regional Transportation Council Board of Directors
FROM: Matt Ransom, Executive Director 
DATE: October 29, 2019
SUBJECT: **Regional Active Transportation Plan: Professional Services Consulting Agreement, Resolution 11-19-26**

AT A GLANCE - ACTION

This resolution describes the consultant selection process, summarizes the tasks for the Active Transportation Plan for the Clark County Metropolitan Planning Organization region and asks the RTC Board to authorize the Executive Director to enter into a consulting services agreement with Alta Planning + Design for assistance in the research and development of the Plan.

INTRODUCTION

In May 2019, the RTC Board adopted the FY 2020 Unified Planning Work Program (UPWP) which included a Regional Active Transportation Plan work element. The work element includes research and development of a Regional Active Transportation Plan that will become an integral part of the Regional Transportation Plan for Clark County.

In the RTC's most recent Federal Highway Administration and Federal Transit Administration joint certification review of RTC's transportation planning processes (per 23 CFR 450.336 (b)), RTC was provided a Corrective Action to update the Regional Transportation Plan with an explicit evaluation of bicycle and pedestrian programs, policies and practices including the identification of barriers for individuals with disabilities to provide equal opportunities within the defined regional transportation network. The proposed work effort will bring RTC into substantial compliance with the federal partners' findings and proposed action. The purpose of this Resolution is to request RTC Board authorization for RTC's Executive Director to enter into a consulting services agreement with Alta Planning + Design to provide consultant services for work on development of the Active Transportation Plan for the Clark County region.

CONSULTANT SELECTION PROCESS

A Request for Qualifications (RFQ) for development of the Regional Active Transportation Plan was issued on September 13, 2019, and was advertised in the media including the Daily Journal of Commerce of Oregon, the Seattle Daily Journal of Commerce, and RTC's website. In response to the RFQ, submittals were received from two firms by the October 8, 2019 closing date; Alta Planning + Design and Toole Design.

Evaluation of the RFQ submittals was carried out by a consultant selection panel with representatives from WSDOT, Clark County, the City of Vancouver, the Human Services Council and RTC. The consultant selection panel evaluated proposals per the consultant selection criteria: Capabilities of Consultant, Proposed Project Approach and Quality of Proposal

and References. Evaluation scores and comments were compiled resulting in selection of Alta Planning + Design as the most qualified to assist in development of the Regional Active Transportation Plan.

The Alta Planning + Design team is led by Derek Abe as Project Manager and includes Katie Mangle (Principal-in-Charge), Mike Sellinger (Lead Analyst), and Grace Stainback (Planner).

AGENCY ROLES AND RESPONSIBILITIES

RTC will be the project lead for the overall study and the management of work tasks and will work closely with planning partner jurisdictions and agencies. RTC will provide updates to the Regional Transportation Advisory Committee and the RTC Board, stakeholders and other groups and Committees as needed.

REGIONAL ACTIVE TRANSPORTATION PLAN SCOPE OF WORK *(Summarized)*

An outline of the Work Scope for the Regional Active Transportation Plan is provided below. The work is scheduled to begin in November 2019 and is scheduled for completion by September 30, 2020.

RTC's Regional Active Transportation Plan (ATP) Work Scope

Project Objective

To research and develop a Regional Active Transportation Plan that will become an integral part of the Regional Transportation Plan for Clark County. Active transportation refers to use of active transportation modes, primarily walking and bicycling, to enable people of all ages and abilities to get where they need to go and to make connections with the multimodal transportation system. The Regional Active Transportation will address objectives, policies, goals, the regional active transportation system network, programs and projects to describe the status of walking, bicycling as well as access to transit in the Clark County region. The Plan will provide recommendations to improve active transportation modes in the region with consideration of health and safety, accessibility, functionality, equity, quality of life and regional coordination and connectivity.

Background Information

Work will be carried out by RTC in coordination with planning partners and with consultant assistance. Washington State Department of Transportation is currently developing a statewide Active Transportation Plan scheduled for completion in December 2019. Local jurisdictions in Clark County address active transportation as part of the comprehensive planning process, in Transportation System Plans and in Capital Facilities Plans. Some local jurisdictions, including the cities of Vancouver and Camas, will be underway with updates to their Transportation System Plans beginning in 2019.

Tasks described below will run concurrently.

Task 1: Consultant Coordination with RTC

This task will provide for consultant coordination with RTC on the overall project and work needed to develop the regional Active Transportation Plan. Coordination between the consultant and RTC will include stakeholder and public outreach, draft and final Plan, and on billing and provision of progress reports to RTC.

Task 2: Review of Active Transportation Planning in the Region: Current Status and Gaps Analysis

Task 2 is focused on researching the current status of Active Transportation planning in the Clark County region with review of local plans and the region's work with the state in regional active transportation planning.

Work is to include:

- Review of current active transportation plans adopted in the region including components, objectives, goals and policies.
- Review of local growth management plans, Transportation System Plans and, if available, other local plans relating to active transportation. The State Growth Management Act requires that two components relating to active communities be addressed in local growth management plans: (1) a pedestrian and bicycle component, and (2) land use policies that promote greater physical activity.
- Review of WSDOT plans relating to active transportation and coordination with WSDOT on data availability, funding opportunities and statewide decision-making on active transportation.
- Review of Parks and Health Department plans and other relevant plans relating to Active Transportation.
- Assess data and information availability regarding active transportation.
- Compile relevant data and information regarding active transportation.
- Provide mapping to inform the Active Transportation Plan's development. This may include GIS coverages and mapping output.
- Define the regional active transportation system network.
- Identify data and information gaps, especially critical needs.
- Identify areas of low opportunity and/or communities of concern and these communities' needs relating to active transportation.

Task 3: Regional Active Transportation Plan Report

Develop an Active Transportation Plan for the Clark County region. The Plan is to address active transportation policies, benefits of active transportation, data availability and needs, active transportation network inventory, mapping, connectivity, project needs and priorities, design considerations, funding issues and implementation recommendations. A draft Active Transportation Plan will be reviewed by RTC, planning partners and RTC Committees before completion and adoption of a final Plan.

Work is to include:

- Research relevant regional Active Transportation Plans that have been completed for other regions in the United States, summarizing notable plan components.
- Coordination with planning partners to determine the most useful and useable information they wish to see included in the region's Active Transportation Plan.
- The Plan will address coordination with existing plans and programs including:
 - Comprehensive plans and Transportation System Plans of local jurisdictions
 - ADA compliance
 - Complete Streets
 - Pedestrian and bicycle safety and mobility
 - Non-motorized performance measures
 - Safe Routes to School
 - Transit access
 - Regional trails
 - Health of the community
 - Environmental Justice and equity issues

Task 4: RTC Project Management, Support and Stakeholder Outreach

RTC will be responsible for overall project management, administration, project support and meeting organization.

RTC will coordinate with the project consultant on an outreach plan to include stakeholder interviews, public outreach and meetings.

RTC will coordinate with planning partners including WSDOT and local jurisdictions, as well as stakeholder groups such as the Clark Communities Bicycle and Pedestrian Advisory Committee which meets monthly, Vancouver's Bicycle and Pedestrian Stakeholder Group, the Accessible Transportation Coalition Initiative (ATCI) and the Clark County Health Equity + Active Transportation Network. Efforts will include outreach to local health organizations.

RTC will coordinate public outreach and participation in developing the regional Active Transportation Plan. RTC will also coordinate with regional decision-makers by providing Active Transportation Plan information and materials to the Regional Transportation Advisory Committee (RTAC) and report to the RTC Board on Active Transportation Plan progress to solicit feedback and comments before final regional Active Transportation Plan adoption.

RTC will manage consultant assistance and technical support as the regional Active Transportation Plan is developed.

POLICY IMPLICATION

RTC is the Metropolitan Planning Organization (MPO) designated for Clark County; the Washington portion of the Portland/Vancouver urbanized area. It is RTC's responsibility to meet the federal MPO requirements. These requirements call for development of a Regional

Transportation Plan that addresses all transportation modes, access and environmental justice issues. Development of an Active Transportation Plan for the Clark County region will help to supplement the Regional Transportation Plan. The completed ATP will be incorporated into the RTP.

RTC's work on a Regional Active Transportation Plan would complement work on WSDOT's Active Transportation Plan update, currently underway, and work on active transportation carried out by local jurisdictions, C-TRAN and Clark County Public Health recognizing the safety, health, economic and environmental benefits of active transportation.

BUDGET IMPLICATION

Funding for the consulting services agreement and RTC project management services is comprised of funds previously authorized by the RTC Board for the Regional Active Transportation Plan work element in the adopted FY2020 Unified Planning Work Program (May 2019).

The \$100,000 in federal Surface Transportation Block Grant (STBG) funds together with \$15,607 in required matching funds are committed to the Regional Active Transportation Plan's development. Of the total \$115,607 budget, \$83,237 is for consultant assistance and \$32,370 for RTC's work to provide oversight, administration, support and meeting organization.

Action on this resolution would allow RTC's Executive Director to enter into a contract with Alta Planning + Design to provide consultant services for the Regional Active Transportation Plan in an amount not to exceed \$83,237.

ACTION REQUESTED

Adoption of Resolution 11-19-26, "Regional Active Transportation Plan: Professional Services Consulting Agreement."

ADOPTED this 5th day of November 2019, by the Southwest Washington Regional Transportation Council.

SOUTHWEST WASHINGTON
REGIONAL TRANSPORTATION COUNCIL

ATTEST:

Anne McEnery-Ogle
Chair of the Board

Matt Ransom
Executive Director