



243 High Street Room 110
Morgantown, WV 26505
(304) 291-9571
www.plantgether.org

Agenda

MPO Policy Board Meeting
Council Chambers
City of Morgantown
389 Spruce Street
August 16, 2018

6 PM

1. Call To Order
2. Public Comment
3. Approval of Minutes
4. Reports
 - a. Citizens Advisory Committee
 - b. Finance
 - c. Executive Director
 - i. Status of Morgantown Industrial Park Study
 - ii. Citizens Advisory Committee Membership
 - iii. Upcoming travel
5. TIP Amendments
6. Bicycle and Pedestrian Plan Consultant Selection
7. Ongoing Project Update-WVDOH
8. Other Business
9. Meeting Adjournment



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Memorandum

Date: August 9, 2018
To: Policy Board Members
From: Bill Austin, AICP
Subject: August 16, 2018 Policy Board Agenda Items

This memorandum is to inform you of the items on the agenda for the August 16th Policy Board Meeting. The Meeting is at 6 pm in the Council Chambers of Morgantown City Hall 389 Spruce Street.

-Transportation Improvement Program Amendments-The West Virginia Department of Transportation-Division of Highways and Mountain Line Transit have requested the following TIP Amendments:

WVDOH

FY 2019 Add:

WV 43 Morgan Run Bridge at Milepost 2.06 distance .26 miles Bridge Inspection
Project NHPP0043137D Total Cost \$600,000 Federal Funds \$480,000

WV 43 Rubles Run Bridge at Milepost 2.34 distance .27 miles Bridge Inspection
Project NHPP0043136D Total Cost \$600,000 Federal Funds \$480,000

The TTAC and the CAC have unanimously recommended approval of these amendments to the Policy Board.

-Bicycle and Pedestrian Plan Consultant Selection- As approved by the Policy Board at the June meeting, MPO staff released the request for qualifications for consultants to perform the development of an updated Bicycle and Pedestrian Plan for the urban area. We received 5 responses all from reputable firms for the conduct of the study. The responding firms were: AECOM, ALTA Planning and Design in cooperation with Stantec (the firm that conducted the University Avenue Complete Streets Project), Baker Engineering, McKenna Engineering, and Nelson/Nygaard in association with Rhodeside and Harwell. These proposals were

reviewed by a committee consisting of Julie Robison and Keith Pyles of WVU, Chris Kinsey and Donny Williams of WVDOH, Rich Wood Monongalia County Planning, Bill Austin MPO Director, and Damien Davis and Chris Fletcher for the City of Morgantown. Janice Goodwin representing Westover was also provided with the materials. Unfortunately, she could not attend the review meeting.

The Consultant Selection Committee reviewed and scored the proposals. After a lengthy discussion they recommended that three firms be interviewed for the project. The recommended firms were, AECOM, ALTA/Stantec, and Nelson/Nygaard. In discussing the recommendations after the meeting Ms. Goodwin concurred with the committee's decision.

Please find attached each short listed consultant's letter of introduction from their proposal for your information. We are scheduling the consultant interviews for the week of August 27th. Once the date is determined we will make the interview date and time known to the Policy Board if you would like to attend. We will be expanding the participation in the consultant selection committee to include Matt Cross-Pedestrian Board Chairman and Drew Gatlin-Bike Board Chairman. It is our intent to have a recommended consultant for this study at the conclusion of the interviews.

It is our understanding that there is strong support for the quick conduct of this Study from WVDOH, WVU, the City of Morgantown and the general public. We are respectfully requesting that the Policy Board authorize Chairman Kelly and the Executive Director negotiate and if acceptable to the funding agencies enter into the contract on behalf of the MPO for this Study with the selected consultant.

-Ongoing Project Update-We have asked the Division of Highways to provide us with an update on the status of the Preliminary Investigation and Engineering Study projects within our area. These projects include West Run Widening, Van Voorhis Widening, Beechurst Avenue Spot Improvements, and Greenbag Road.

MORGANTOWN MONONGALIA
METROPOLITAN PLANNING ORGANIZATION POLICY BOARD
MAY 17, 2018 MINUTES

Members Present:

Chairman Mike Kelly-Board of Education, Vice Chairman Bill Kawecki-Mayor of Morgantown, Treasurer Mayor Patricia Lewis-Granville, Brian Carr-WV DOH, Councilperson Janice Goodwin-City of Westover, Ron Justice-WVU, Commissioner Sean Sikora-Monongalia County

MPO Director: Bill Austin

Members Absent:

Dominick Claudio-Star City, Councilperson Ryan Wallace -City of Morgantown, Delegate Joe Statler-Blacksville, Commissioner Tom Bloom-Monongalia County, Dave Bruffy-Mountain Line, Commissioner Edward Hawkins-Monongalia County, Councilperson Jennifer Selin-City of Morgantown

1. Call to Order

With a quorum present, Chairman Kelly called the Policy Board meeting to order at 6:00 PM.

2. Public Comment Period

Bill Rice, 1225 Baker Ridge Rd, noted that a bonding agency in New York City has rated A plus for the financial aspect of infrastructure in the Mon County and approved financing the MUB reservoir project. Mr. Rice noted that this news reinforced the idea that the community has the ability to improve its infrastructure.

3. Approval of Minutes

Chairman Kelly noted that the minutes of the last meeting were included in the agenda packet. Mr. Justice moved to approve the minutes as presented, seconded by Commissioner Bloom. With no discussion, the motion was unanimously approved.

4. Committee Reports

a. Citizens Advisory Committee

Mr. Bill Rice, the Chairman of the Citizens Advisory Committee, noted that the CAC had a quorum and recommended approval of action items to the Policy Board. Mr. Rice also noted that Mr. Abildso, a member of the CAC, recused himself from the discussion of pedestrian and bicycle plan RFP due to potential conflict of interests.

b. Finance Report

Mayor Lewis presented the Finance Report for May as the following:

-- Beginning balance in March \$19,912.22 with expenditures of \$19,814.11 and one deposit of \$ 22,224.42, leaving a balance of \$22,322.53 at the beginning of June.

Mayor Kawecki moved to accept the Finance Report as presented; seconded by Goodwin. With no discussion, the motion unanimously passed.

c. Executive Directors Report

Mr. Austin noted that the MPO has received a request from West Virginia University for a letter of support to apply a grant for modernizing the PRT system. Mr. Justice moved to authorize the Chairman of

the Board to sign the letter of support; seconded by Commissioner Sikora. With no discussion, the motion unanimously passed.

Mr. Austin then noted that the MPO developed the scope of work for the Morgantown Industrial Part Study and will set up meetings with stakeholders to evaluate alternatives and assess its impact on the local traffic system.

Mr. Austin noted that MPO staff will be in training in Charleston later this month and he will give a presentation to regional FHWA staff on MPO's function and operation in West Virginia.

Mr. Austin noted that Mr. Bruffy had been recognized as the 2018 manager of the year by the Community Transportation Association of America.

Mr. Austin noted that he will take vacation in the first week of July.

5. TIP Adoption

Mr. Austin noted that West Virginia Department of Transportation-Division of Highways, Mountain Line Transit, and West Virginia University have requested TIP Amendments. The amendments are: Mon Blvd from Patteson Dr to 8th Street lighting project, I-79/Chaplin Hill Rd interchange reconstruction project, and Mountain Line Transit funding increase under the Section 5370.

Mayor Kawecki moved to adopt the TIP amendments as presented, seconded by Commissioner Sean Sikora. With no discussion, the motion unanimously passed.

Mr. Austin noted that West Virginia University requested a TIP amendment for PRT modernization. Mr. Austin noted that the public comment period for the Amendment proposed by WVU will not expire until June 23. MPO staff recommended that the Policy Board authorize the Chairman and the Executive Director to approve the amendment after its public comment period, assuming that the MPO receives no negative comments from the public.

Mayor Kawecki moved to approve the authorization, seconded by Mr. Justice. With no discussion, the motion unanimously passed.

6. Highway Performance Measures

Mr. Austin noted that the state has proposed targets for the federally mandated highway performance measures. Attached documentation includes correspondence from State Highway Engineer Aaron Gillespie on specific target of each measure, and an explanation of the goals of the program. Mr. Austin noted that the MPO staff recommends adoption of the State goals and that the MPO monitor practices for performance monitoring nationwide to determine if the MPO would like to adopt different standards in the future. Mr. Austin noted that the TTAC has recommended adoption of the Performance Measures. The CAC recommends that the Policy Board withhold adoption of it, pending the provision of more information on how the data is collected for the performance measures and how they will be reflected in the planning and programming process.

Chairman Kelly noted that the CAC's concerns on data collection is legitimate and it should be addressed in future assessment of the effectiveness of performance measures.

Mayor Kawecki moved to adopt the Performance Measures as presented; seconded by Mayor Lewis. With no discussion, the motion was unanimously approved.

7. Bicycle and Pedestrian Plan RFQ

Mr. Austin noted that MPO staff has been working with WVDOH, WVU, the City of Morgantown and the Bicycle and Pedestrian Boards to develop a request for qualifications to develop a more comprehensive project. The draft request for qualifications developed for this study are included in the agenda package for review. The total cost of the study is expected to be between \$175,000 and \$200,000. Staff has been in touch with Granville, Westover, WVU and the City of Morgantown concerning the local match required for this Study. Each entity has expressed a willingness to consider providing a portion of the match. A possible funding formula is included in the agenda package for review. It is based on population dividing the required funding between these entities.

Mr. Austin noted that in the contract negotiation process, MPO may need to cut some proposed work from the proposed scope of work in order to keep the study cost under budgets. The consultants are expected to provide preliminary recommendations quickly. It is desirable to release the RFQ as early as possible to ensure hiring qualified consultants for this study.

Commissioner Sikora asked how the proposed cost will be weighted in the consulting firm selection process. Mr. Austin noted that cost will be one of the considerations, but it won't be a driving factor in the selection process.

Mayor Kawecki asked how the RFQ will be distributed. Mr. Austin noted that it will be advertised nationally, including American Planning Association, Institute of Transportation Engineers. It will also be advertised in the local and state newspapers as well as the MPO's website.

Mr. Justice moved to approve the release of the RFQ for the study; seconded by Commissioner Sikora. With no discussion, the motion was unanimously approved.

8. Other Business

Mayor Kawecki asked about the status of Greenbag Rd and WV 7 intersection improvement project. Mr. Austin noted that the DOH is working with consultants to finalize the design of the intersection.

Mayor Kawecki also asked about the pedestrian project at the intersection of Spruce and Pleasant Street. Mr. Austin noted that the DOH is concerned that a crosswalk on the northern side of Spruce Street will cause the left turn vehicle traffic back up on Pleasant Street and block the High Street/Pleasant Street intersection. The DOH preliminary plan is to keep the current configuration at that intersection.

Commissioner Sikora asked about the Morgantown Industrial Park Access Study. He noted that the development of the Industrial Park is of regional importance and he expect the study can be completed in a timely fashion. Mr. Justice concurred and suggested that the MPO start the study process as early as practicable. Mr. Austin noted that the MPO will start the planning process and traffic counts in the middle of August and evaluate alternatives. Mr. Austin then noted that major components of the study include projecting future land uses in the impact area and performing travel demand modeling on the basis of that land use information.

11. Meeting Adjournment

Meeting adjourned at 7:19 PM.

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Centra-Checking (voucher checks)									-265.94
Check	07/06/2018		United Bank	Stop Payment and Other fee		√	Bank Service Charges (Bank Service Char	-114.00	-379.94
Deposi	07/09/2018		Monongalia County	Deposit		√	MPO (County)	17,500.00	17,120.06
Deposi	07/11/2018		WVDOH	Deposit		√	PL Funds (Funds)	22,402.11	39,522.17
Check	07/11/2018	9029	City of Morgantown	User Fee		√	Salary	-78.00	39,444.17
Check	07/11/2018	9030	Charleston Newspapers	Bike Ped Plan RFP		√	Public Notices	-40.42	39,403.75
Check	07/11/2018	9031	Dominion Post	Bike Ped Plan RFP		√	Public Notices	-22.98	39,380.77
Check	07/11/2018	9032	HDR Engineering	Final I-79 Access Payment		√	Consulting (Consulting Expense)	-9,452.75	29,928.02
Check	07/11/2018	9033	Public Employees Insurance Agency			√	Salary	-1,931.06	27,996.96
Check	07/11/2018	9034	Retiree Health Benefit Trust Fund			√	Salary	-366.00	27,630.96
Check	07/11/2018	9035	Service Plus	May June		√	Accounting (Accounting Fees)	-225.60	27,405.36
Check	07/11/2018	9036	Fringe Benefits Management Company	Partial July and full August		√	Salary	-421.74	26,983.62
Check	07/11/2018	5630	J. William B. Austin	Electronic Transfer		√	Salary	-2,150.15	24,833.47
Check	07/11/2018	5631	Jing Zhang	Electronic Transfer		√	Salary	-1,528.45	23,305.02
Check	07/11/2018	5632	ICMA. Retirement Corp			√	Salary	-1,648.60	21,656.42
Check	07/11/2018	941	IRS	Electronic Transfer		√	Salary	-1,212.08	20,444.34
Deposi	07/20/2018		City of Morgantown	FY 2018-19		√	MPO (City)	17,500.00	37,944.34
Check	07/30/2018	9037	Association of Metropolitan Planning Org				Dues and Subscriptions	-422.10	37,522.24
Check	07/30/2018	9038	Centra Bank - Mastercard	\$289.18 Supplies \$1435.93 Travel			Miscellaneous (Miscellaneous)	-1,725.11	35,797.13
Check	07/30/2018	5633	J. William B. Austin	Electronic Transfer		√	Salary	-2,150.15	33,646.98
Check	07/30/2018	5634	Jing Zhang	Electronic Transfer		√	Salary	-1,528.43	32,118.55
Check	07/30/2018	5635	ICMA. Retirement Corp				Salary	-1,648.60	30,469.95
Check	07/30/2018	941	IRS	Electronic Transfer		√	Salary	-1,243.46	29,226.49
Check	07/30/2018	073111	WV Dept of Tax and Revenue	Electronic Transfer			Salary	-488.00	<u>28,738.49</u>
Total Centra-Checking (voucher checks)									<u>28,738.49</u>

TOTAL

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)									22,321.63
Check	06/05/2018			Service Charge		√	Other Income (Other Income)	-39.00	22,282.63
Check	06/15/2018	9019	Brickstreet Mutual Insurance Company			√	Administrative Overhead	-213.00	22,069.63
Check	06/15/2018	9020	Dominion Post			√	Public Notices	-622.67	21,446.96
Check	06/15/2018	9021	J. William B. Austin	Mileage to Charleston and back FHWA Training		√	Travel & Ent (Travel and Entertainment)	-174.40	21,272.56
Check	06/15/2018	9022	Public Employees Insurance Agency			√	Salary	-1,843.06	19,429.50
Check	06/15/2018	9023	Retiree Health Benefit Trust Fund			√	Salary	-354.00	19,075.50
Check	06/15/2018	5624	J. William B. Austin	Electronic Transfer		√	Salary	-2,097.57	16,977.93
Check	06/15/2018	5625	Jing Zhang	Electronic Transfer		√	Salary	-1,499.83	15,478.10
Check	06/15/2018	941	IRS	Electronic Transfer		√	Salary	-1,212.06	14,266.04
Check	06/15/2018	5626	ICMA. Retirement Corp			√	Salary	-1,630.80	12,635.24
Check	06/15/2018	9018	HDR Engineering	I-79 Access Study		√	Consulting (Consulting Expense)	-5,000.00	7,635.24
General	06/27/2018	13RRRRR	Public Employees Insurance Agency	Reverse of GJE 13RRRRR -- For CHK 9008 voided		√	Salary	1,843.06	9,478.30
General	06/27/2018	14RRRRR	Retiree Health Benefit Trust Fund	Reverse of GJE 14RRRRR -- For CHK 9009 voided		√	Salary	354.00	9,832.30
Check	06/29/2018	5627	J. William B. Austin	Electronic Transfer		√	Salary	-2,097.58	7,734.72
Check	06/29/2018	5628	Jing Zhang	Electronic Transfer		√	Salary	-1,499.82	6,234.90
Check	06/29/2018	5629	ICMA. Retirement Corp			√	Salary	-1,630.80	4,604.10
Check	06/29/2018	941	IRS	Electronic Transfer		√	Salary	-1,212.08	3,392.02
Check	06/29/2018	062918	WV Dept of Tax and Revenue	Electronic Transfer			Salary	-472.00	2,920.02
Check	06/29/2018	9024	Centra Bank - Mastercard	Business Cards			Printing and Reproduction (Printing and Re	-200.00	2,720.02
Check	06/29/2018	9025	Public Employees Insurance Agency				Salary	-1,843.06	876.96
Check	06/29/2018	9026	Retiree Health Benefit Trust Fund				Salary	-534.00	342.96
Check	06/29/2018	9027	Traffic Group	Check to Replace missing ck			Consulting (Consulting Expense)	-500.00	-157.04
Total Centra-Checking (voucher checks)									-157.04

TOTAL



July 23, 2018

Bill Austin
Executive Director
Morgantown Monongalia MPO
243 High St. Room 110
Morgantown, WV 26505

RE: Consulting Services for Bike and Pedestrian Transportation Plan

Dear Mr. Austin,

On behalf of Nelson\Nygaard Consulting Associates, Inc., I am pleased to submit this proposal to the Morgantown Monongalia MPO (MMMPO) for the Bicycle and Pedestrian Transportation Plan. We are excited about the possibility of working with the MMMPO and are committed to the project's success.

People have many things on their minds today—education, job security, housing prices, etc. Many just want to get on their bike and ride, walk to the bus and have it show up, or drive to the parking garage and be able to walk to a variety of stores and restaurants. Our job as urban planners is to develop transportation plans that make it easy to get to and from work, school, places of recreation, and shops by developing road systems that improve access by reducing potential conflicts and increasing reliability and predictability.

Nelson\Nygaard does not approach active transportation plans strictly as ends to themselves; we specialize in an integrated approach. We have seen too many mode-specific plans shelved. We specialize in keeping the overall mobility picture at the forefront. Over the last 10 years, Nelson\Nygaard has completed over 140 projects with a pedestrian or bicycle component. These include discrete pedestrian and bicycle action plans, safe routes to schools, regional plans, protected bicycle facility designs, bike parking, shared streets, traffic calming, and complete streets designs.

Recognizing the importance of this project to the MMMPO, the City of Morgantown, West Virginia University and the WV Division of Highways, we have assembled an excellent team led by one of our most experienced and knowledgeable consultants—**Meritzell Font, PTP**, who will serve as Principal-in-Charge, and **Iain Banks, PTP**, as Project Manager. Our team is joined by Rhodeside & Harwell a landscape architecture and urban design studio based in Alexandria, VA committed to practicing with an emphasis on socially-purposeful design strategies.

Collectively, our strengths include:

- **Knowledge:** Our team includes staff with extensive bicycle and pedestrian experience as well as working within local and regional government with an understanding of implementation processes.
- **A multimodal vision:** Cities turn to us when looking to transform thinking about auto-based transportation to balanced, multimodal systems desired by all citizens.
- **Active listening:** We engage with residents, leaders, and stakeholders multiple times to ensure a plan that truly works.
- **A track record of implementation:** Our approach is time-tested, metrics-driven, and evident in real outcomes.
- **Partnership development:** No other discipline has wider ranging stakeholder interests than transportation. As such, little can be accomplished without strong and effective partnerships.
- **Informing and educating:** Our goal is to give the community the design and policy expertise to implement their plan and apply complete streets throughout their neighborhood.
- **Effective graphics and communication:** Our team creates not only high quality before- and after renderings, cross-sections, and mapping, we also include infographics and diagrams explaining technical concepts and the importance of our actions.



We hope you will recognize the strengths of our proposal, staff capabilities, and firm experience as indications of our capacity to carry out this project. We submit our proposal in accordance with the terms and conditions outlined in the RFP document, and our offer will remain in effect for at least ninety (90) days from the date of submittal, July 24, 2018.

If we can provide any additional information about our firm or this proposal, please do not hesitate to contact Iain Banks, PTP, at ibanks@nelsonnygaard.com or 202-864-5097, or me at pjewel@nelsonnygaard.com or 415-284-1544. I am authorized to negotiate with the MMMPO in connection with this effort.

Sincerely,

A handwritten signature in black ink that reads "Paul Jewel". The signature is written in a cursive, flowing style.

Paul Jewel
Managing Director



AECOM
150 Clay Street,
Suite 410
Morgantown, WV 26501
www.aecom.com

304.381.9261 tel
304.381.9295 fax

July 24, 2018

Mr. Bill Austin, AICP
Executive Director
Morgantown Monongalia MPO
243 High Street Room 110
Morgantown, WV 26505

Subject: Proposal to Provide Consulting Services Utilized for the Morgantown Monongalia MPO Bike and Pedestrian Transportation Plan

Dear Mr. Austin and Members of the Selection Committee:

AECOM Technical Services, Inc. (AECOM) is pleased to present this proposal to the Morgantown Monongalia Metropolitan Planning Organization (MMMPPO) to provide services for the Bike and Pedestrian Transportation Plan. AECOM is a leader in the transportation industry and is ranked No. 1 by Engineering-News Record in transportation, highways, and bridges. With nearly 87,000 employees, AECOM is a premier, fully integrated infrastructure and support services firm. With the acquisition of URS Corporation in 2014, the depth and breadth of AECOM resources is unmatched in the provision of multimodal transportation planning services, traffic modeling, economic analyses, land use planning, and other services as needed by project. Our bike-ped planning experience includes master planning for on- and off-road pedestrian and bicycle facilities, pedestrian safety analysis and infrastructure projects, innovative community implementation activities, and integrated public engagement as well as motorized and nonmotorized recreational trails projects.

We have a particular affinity for this regional plan because Morgantown and Monongalia County is our community and we have a deep interest in improving the quality of life for cyclists and pedestrians in our hometown.



The AECOM Team

AECOM offers a team of experienced professionals with diverse capabilities covering the full spectrum of Non-Traditional Transportation project services needed for this project. Specifically, we offer the following in response to this advertisement:

Evaluation Factors	AECOM
<p>Professional Qualifications</p>	<ul style="list-style-type: none"> ✓ Largest engineering design firm in the United States as ranked in ENR with unmatched resources available for MPMPO projects. ✓ Proudly serving the WVDOH and WV local governments since 1993. ✓ Local staff with specialization in transportation planning, traffic engineering, nontraditional transportation improvements, highway and bridge design services. ✓ Personnel identified in our prospectus are available to work on this assignment
<p>Specialized Experience and Technical Competence</p>	<ul style="list-style-type: none"> ✓ Local Investment: Planning and engineering services on non-traditional transportation projects in West Virginia, including MRTC On-Call Transportation Services, the Sunnyside Third Street Streetscape, Boyers Avenue Streetscape, City of Morgantown Streetscape, the Mon River Trail North Recreation Trail Project, and City of Morgantown On-Call Planning Services. ✓ Regional Expertise: Non-Traditional Transportation projects in nearby states including OH, PA, VA, MD, DC, and DE, including the Ohioyle Master Plan, Ohio River Trail West Feasibility Study, Cincinnati Connects and the PA Statewide Bicycle and Pedestrian Plan. ✓ Transformative Impacts: National showcase projects include Connecting Communities: A Vision for the Harlem River Bridges, Forest City Washington Yards West development, NCDOT 2015-2018 Bicycle and Pedestrian Planning Studies LSC, Winston-Salem Bike Master Plan, Metrorail Station Area Improvement Strategic Investment Plan, Louisville Bike and Pedestrian Facility Master Plan, and the Syracuse Connective Corridor
<p>Capacity</p>	<ul style="list-style-type: none"> ✓ Manpower available to meet schedule requirements ✓ Two West Virginia offices with a staff of 22, including credentialed professional engineers and planners ✓ Specialized partners that will deliver an implementable plan
<p>Past Performance</p>	<ul style="list-style-type: none"> ✓ Excellent performance on local municipal and WVDOH projects ✓ Based on high quality of work and client support, AECOM Morgantown consistently wins recompete contracts with local clients and agency partners ✓ Award-winning planning, cultural resource and environmental experience
<p>Location and Knowledge of Locality</p>	<ul style="list-style-type: none"> ✓ Direct experience working with MPMPO and have close relationships with WVDOH, WVU, City of Morgantown, and Monongalia County officials. ✓ Two AECOM offices in Morgantown and Kenova, WV ✓ Experience in all 55 West Virginia counties.



Project Understanding

- ✓ AECOM will develop a detailed scope of work for the study that has components for the following:
- ✓ Integrated Public Engagement including a public participation plan that follows MMMPPO standards, including West Virginia University, WVDOH District Four, Neighborhood groups, and local government agencies
- ✓ Detailed facility inventory
- ✓ Analysis of existing networks and identification of gaps in service as well as other issue areas
- ✓ Development of system mapping and analysis tools utilizing ArcGIS and other simulation tools
- ✓ Identification of safety issues including detailed data-driven recommendations for system improvements
- ✓ Development and testing of bicycle and pedestrian alternative scenarios
- ✓ Detailed ranking and prioritization of potential projects according to best available budget projections and likely funding scenarios
- ✓ Development of programmatic and policy recommendations to support plan implementation
- ✓ Recommend a final slate of projects to encompass the plan
- ✓ Prepare and disseminate the draft, final, and executive summary of the plan in multiple formats

Key Personnel

AECOM has professional transportation planning staff, experienced professional engineers and additional support staff in our Morgantown office as well as key partners who provide expert bike-ped planning and engineering experience. We are confident that our combination of Morgantown-based personnel, in conjunction with the unmatched depth and expertise of our world-class partners and corporate resources, the AECOM team is best-suited to undertake this assignment. All personnel identified in our prospectus are currently available to work on this assignment and meet the MMMPPO's schedule.

Past Performance

AECOM is keenly aware of the need for timely completion of projects, on budget and of the highest quality. Our Project Manager, Chet Parsons, is a former MPO Director in Morgantown and has a long relationship with Morgantown, Monongalia County, and West Virginia University officials and key staff. Our experience with WV clients is of the highest quality and Mr. Parsons has received very high reviews from past clients regarding project management and holding our products to the highest standards. We understand the MMMPPO's expectations, and, if selected for this project, AECOM will strive to partner with the Morgantown Monongalia Metropolitan Planning Organization to perform the work on schedule, within budget, and in compliance with quality requirements.

AECOM applies its Integrated Management System (AIMS) to every project. This AIMS system is the basis for our project cost accounting system and enables us to segregate and identify accumulated costs.



Office Location

We will manage and execute project development from AECOM's Morgantown, WV, office. Since opening in 1998, we have developed an experienced core staff of engineers and planning professionals. Our West Virginia-based Project Manager will garner support from our regional staff in Arlington, VA, Hunt Valley, MD and Cincinnati, OH offices, all of whom have multiple years of non-traditional transportation project expertise. We supplement our regional core staff with national thought leaders in non-traditional transportation, pedestrian safety, and economics.

Closing

In our prospectus, we have identified several important factors that clearly distinguish the AECOM team as the "consultant of choice." Our team welcomes this opportunity to present our qualifications, and we look forward to the opportunity of working with you on the MMMPO Bike and Pedestrian Transportation Plan.

Sincerely,

AECOM Technical Services, Inc.

A handwritten signature in black ink, appearing to read "Chet Parsons".

Chet Parsons, AICP CTP
Project Manager

A handwritten signature in black ink, appearing to read "David Weaver".

David Weaver, PE
Associate Vice President, West Virginia Office Manager

July 24, 2018

Bill Austin
Executive Director
Morgantown Monongalia MPO, 243 High St. Room 110
Morgantown, WV 26505

722 Cambridge Street
Cambridge, MA 02141
(617) 945-2251
www.altaplanning.com



Dear Mr. Austin and Members of the Selection Committee,

The Alta Planning + Design (Alta) team is pleased to submit our proposal to develop the Morgantown Monongalia MPO (MMMPO) Bike and Pedestrian Transportation Plan. Alta is the country's leading bicycle and pedestrian planning and design firm, with experience creating citywide and regional bicycle, pedestrian, and trail master plans, including those for Pittsburgh, PA; Buffalo, NY; the Harrisburg, PA region; Lexington, KY; Nashville, TN; Raleigh, NC; and various other regions, cities, and towns throughout the US.

As Principal-in-Charge, I will provide the strategic leadership for the team. Alta's Northeast Planning Leader Phil Goff will manage the project. Phil's project management experience includes the citywide bike and pedestrian plans for Pittsburgh, Buffalo and Northampton, MA, and statewide bike plans for Vermont, Rhode Island, and New Hampshire. Collectively, this experience allows him to understand a region such as the Morgantown area that features a mix of urban, suburban, and natural areas.

To support our team, we have included Stantec to provide a supportive services. They are a full-service engineering, planning and design firm with offices in Fairmount and Pittsburgh. They provide high-level knowledge about local issues as they have completed planning and design projects for both the City of Morgantown and the MMMPO. Stantec will use their local experience and engineering expertise to lead the sidewalk data collection, concept-level design for the high-priority projects, and the 5-year Capital Improvement Program, as well as support on the connectivity analysis, public engagement, and pedestrian and bicycle network recommendations.

I am confident that the Alta team will make the Morgantown area a more bikeable and walkable region. The Alta team brings the following qualifications:

- **Experience with city, region, and statewide bicycle and pedestrian transportation plans** that include a compact walkable core, a large university campus, suburban neighborhoods, and undeveloped/natural areas.
- **A solid understanding of the Morgantown area's unique setting and characteristics** that allows us to tailor the project recommendations to fit the context, understanding that it is equally important to focus on citywide/regional bike routes as local walking connections.
- **A focus on planning and design strategies that emphasize public health and bicycle and pedestrian safety.** This will be evident in our network recommendations that promote connections to schools and parks, and our trail and roadway recommendations that feature physically-separated bikeway options.
- **Leading-edge mapping and prioritization techniques** to develop a solid capital improvement plan for implementation.
- **A strong approach to public engagement** that aims to solicit direct input from a wide array of stakeholders through our web-based input, community workshops, open houses, and unique opportunities like our proposed pop-up/demonstration project.

In addition to those qualifications, the Alta team has an unparalleled passion for this type of work. Researching, analyzing, planning, and designing bicycling and walking facilities, programs, and policies is our core service. We aspire to make the world more walkable and bikable, one city, region, and state at a time. Our experience developing over 500 active transportation plans gives us the ability to create an actionable plan for MMMPO that will bring implementable results.

Please contact me at (984) 329-5006 or matthayes@altaplanning.com or Project Manager Phil Goff at (617) 910-3028 or philgoff@altaplanning.com if you have questions regarding our proposal. We look forward to the next steps in the selection process.

Sincerely,

A handwritten signature in cursive script that reads "Matt Hayes".

Matt Hayes, AICP | Vice President, Principal-in-Charge
Alta Planning + Design