



243 High Street Room 026
Morgantown, WV 26505
(304) 291-9571
www.plantgether.org

Agenda

Policy Board Meeting
By Webex
MPO Offices
Morgantown WV
November 19, 2020
6 PM

1. Call To Order
2. Public Comment Period
3. Approval of Minutes
4. Committee Reports
 - a. Citizens Advisory Committee
 - b. Finance
 - c. Executive Director
5. TIP Amendments
6. Authorization to renew Line of Credit
7. Authorization to release RFQ for MTP Update/Comp Plan RFQ
8. Adoption of Meeting Calendar for FY 2021-2022
9. Request for additional work items for the FY 2021-2022 UPWP
10. Other Business
11. Meeting Adjournment



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Memorandum

Date: November 12, 2020
To: Policy Board Members
From: Bill Austin, AICP
Subject: November 19 Meeting Agenda Items

This memorandum is to inform you of the action items for the November 19, 2020 Policy Board Meeting to be held by Webex in the MPO's Offices 243 High Street at 6 PM. A link to connect to the meeting was included in the agenda transmittal email.

-Proposed TIP Amendments-The West Virginia Department of Transportation Division of Highways has proposed the following Transportation Improvement Program amendments:

West Virginia Department of Transportation Division of Highways

FY 2022

DELETE

VAN VOORHIS RD (GO BOND 4)-Right of Way- IMPROVE I/S & WIDEN -Project Number U3315909400-CR 059-BMP 0 for 0.93 Miles Total Cost \$5,000,000, Federal Funds \$4,000,000 (superseded by Van Voorhis Rd Widening Project, State ID U3315900000, Federal ID STP0059007D)

FY 2023

DELETE

VAN VOORHIS RD (GO BOND 4)-Right of Way- IMPROVE I/S & WIDEN -Project Number U3315909400-CR 059-BMP 0 for 0.93 Miles Total Cost \$11,000,000, Federal Funds \$0. (superseded by Van Voorhis Rd Widening Project, State ID U3315900000)

These projects were put into the TIP when WVDOH originally planned the Van Voorhis Road improvement project for the segment between West Run Road and Bakers Ridge Road. **The Division of Highways did not request the removal of these projects at the time they programmed the correct segment from West Run to Burroughs Street.** WVDOH is now requesting that the MPO remove these projects from the TIP. The TTAC and the CAC have recommended the adoption of these amendments.

-Authorization to renew Line of Credit-As Policy Board members may recall the MPO has had a \$30,000 line of credit with United Bank for the last two years. The line of credit has been used twice borrowing a total of \$30,000 since it was established. These funds were used to allow the MPO to payoff consultant fees as well as to guarantee that the MPO could meet payroll when reimbursements have run late. The MPO paid off the line of credit in a timely fashion paying \$752 in interest over a period of several months. It is respectfully requested that the Policy Board authorize the MPO Executive Director to renew the line of credit with United Bank. If it is the Policy Board's pleasure to authorize the renewal an approved motion will need to be included in the Minutes.

-Transportation Plans and Comprehensive Plan Update RFQ- The MPO last performed a comprehensive update of the Metropolitan Transportation Plan in 2013. That Plan included the development of Comprehensive Plans for the City of Morgantown and Star City. At that same time Westover, Granville and Monongalia County were updating their comprehensive plans. Since State Law requires that comprehensive plans be updated every 10 years Monongalia County and the County's municipalities are also required to update their Comprehensive plans in the very near future. MPO staff has proposed that the County and the County's municipalities join together to achieve greater economies of scale for the Metropolitan Transportation Plan Update and the required comprehensive plan updates. The primary way cost savings could be realized is by utilizing a unified public involvement process that would tie together the development of the MTP and each individual municipality's comprehensive plans. This process would allow each jurisdiction to develop their own comprehensive plan while having those needs addressed in the MPO's urban area wide transportation plan.

The selected consultant would work with a committee from each municipality and the County to develop individual comprehensive plans for each entity. The future land use developed separately for each municipality would be used in the MPO's regional travel demand model to develop the future year's traffic to be accommodated by the Metropolitan Transportation Plan. Once that task is accomplished the consultant would develop a list of transportation projects from traffic developed from future year traffic, the recently developed bicycle and pedestrian plan, and the ongoing transit study which should be completed shortly. The consultant would then develop a set of criteria to evaluate the projects and to use as performance measures and to prioritize them. The entire process would include strong public involvement at strategic points.

To date Star City, Westover, Granville, Monongalia County and the City of Morgantown have all expressed a strong interest in participating in this process. We have asked staff from each entity to name a person to participate in the consultant selection process.

Please find attached a summary of the items to be included in the RFQ for a consultant(s) to perform the proposed Comprehensive Plan and Metropolitan Transportation Plan update. MPO Staff has reviewed the draft RFQ with the TTAC and the CAC. In reviewing the time needed to accomplish the update of the transportation plan by our deadline of June 2022, MPO Staff is recommending that the finalized RFQ be released in late November or early December to allow the selection of a consultant at the January Policy Board meeting. The TTAC and the CAC have recommended releasing the RFQ as described above. It is respectfully requested that the Policy Board authorize the release of the RFQ after review by the Consultant Selection Committee in late November or early December.

-2021 Meeting Calendar-Please review the attached 2021 meeting calendar for potential conflicts. The TTAC and the CAC have recommended approval of the calendar to the Policy Board.

-Request for work items for the FY 2021-22 UPWP-MPO staff will be preparing a draft UPWP for the period 2021-2022 for the Policy Boards review in January. It is respectfully requested that the Policy Board provide MPO staff with input on any work items in addition to the Comp Plan/MTP update you would like to see performed in the upcoming year. As a reminder MPO staff will be doing a traffic study (including pedestrian traffic) of the Mineral Ave./WV 7 intersection this coming spring.



POLICY BOARD MEETING

October 22, 2020

This meeting was held virtually on
<https://cityofmorgantown.my.webex.com/meet/cityofmorgantown>

Members Present:

Vice-chair Commissioner Tom Bloom, Recorder Steven Blinco-Star City, Dave Bruffy-Mountain Line, Brian Carr-WV DOH, Councilperson Janice Goodwin-City of Westover, Councilperson Dave Harshbarger, Councilperson Bill Kawecki, Mike Kelly-Board of Education, Councilperson Jennifer Selin, Commissioner Sean Sikora-Monongalia County

MPO Director: Bill Austin, AICP

Others Present: Jessica Shuey, Christiaan Abildso, Jacob Darrah, Nari Sundararajan, Jing Zhang

1. Call to Order

Mr. Austin noted that due to the COVID 19 pandemic, the Policy Board meeting was held as a teleconference. The phone number and web address to access the teleconference were publicized.

Chairman Statler was unable to attend the meeting. Vice-chair Commissioner Bloom presided the meeting. With a quorum present, Commissioner Bloom called the meeting of the Policy Board to order at 6:00 PM.

2. Public Comments

No public comments.

3. Approval of Minutes

Commissioner Bloom noted that the minutes of the last meeting were included in the agenda packet. Councilperson Harshbarger moved to approve the minutes as presented; seconded by Councilperson Selin. With no further discussion, the motion was approved.

4. Committee Report

a. Citizens Advisory Committee

Mr. Christiaan Abildso, the Chairman of Citizens Advisory Committee, noted that the committee reviewed and recommended approval of the TIP amendments, the amendment of the scope of work for the transit study, and the performance measures. He noted that the CAC discussed the need for a definition for groupable projects and they discussed developing local performance metrics to measure vehicle crashes. Mr. Abildso noted that the committee supports the DOH's virtual public hearings held for the Van Voorhis Rd project and Greenbag Rd project. Mr. Abildso noted that he serves on the Statewide Complete Street Advisory Board and it would be helpful for the board to review submitted public comments, to ensure that major highway projects contribute to the statewide complete street goals.

b. Finance Committee

Mr. Austin noted that Treasure Mayor Lewis was not able to attend this meeting. Mr. Austin read the financial statement prepared by Mayor Lewis as the following:

-- Beginning balance in August \$45,769.23 with expenditures of \$36,982.76 and two deposit of \$32,519.32, leaving a balance of \$41,304.79 at the beginning of September.

-- Beginning balance in September \$41,304.79 with expenditures of \$22,188.19 and two deposit of \$4,536.92, leaving a balance of \$23,653.52 at the beginning of October.

Mr. Kelly moved to accept the Finance Report as presented; seconded by Councilperson Selin. With no discussion, the motion unanimously passed.

c. Directors Report

Mr. Austin noted that the MPO's current bank account balance is about \$32,000. The MPO expects to get reimbursement from the DOH for the August consultant expenses by the next week. If the MPO does not receive the reimbursement in time, he may use the line of credit to pay for the upcoming bill from consultants.

Mr. Austin noted that the MPO is working with the DOH, WVU and the City of Morgantown on the Campus Dr Intersection project. The group met yesterday and the project is moving forward.

Mr. Austin noted that DOH held a virtual public meeting for the Greenbag Rd project. The DOH is receiving comments on this project, which has been a topic of public discussion. The county commission and Chairman Statler wrote letters in support of the project.

Councilperson Selin asked about the status of pedestrian safety improvements on Patteson Dr. Mr. Austin noted that the pedestrian safety group has also requested an update on this project. Mr. Austin noted that he is trying to get in touch with DOH's traffic engineers who are working on the project. Mr. Carr noted that he will reach out to the engineering division for any updates on the project.

5. Mountain Line Transit Study Scope of Work Amendment

Mr. Austin noted that the Mountain Line Transit received an Accelerating Innovative Mobility (AIM) grant from the FTA to identify unified fare collection mechanisms that could potentially work in the region. Mountain Line proposed an amendment the scope work of the current transit study to include this additional work funded by the AIM grant.

Mr. Bruffy moved to approve the work amendment as presented; seconded by Mr. Kelly. With no discussion, the motion was passed unanimously.

6. TIP Amendments

Mr. Austin noted that the WV DOH proposed projects for TIP amendments. The projects include Fairchance Rd resurfacing project, Daybrook Rd resurfacing project, Pedlar Run-Hagans Rd resurfacing project, Burroughs St ADA ramp installation project, I-79 Westover Bridge rehabilitation project, Holland Ave APA ramp installation project, and University Ave APA ramp installation project.

Councilperson Selin moved to approve the TIP Amendment as presented; seconded by Councilperson Kawecki. With no discussion, the motion was approved.

Councilperson Selin asked about requesting the installation of speed limit signs on state routes which are located within the city boundary. Mr. Carr noted that the DOH will repair or reinstall damaged signs.

Installing additional signs is up to engineers to decide. The requests could be sent to DOH's district office for consideration.

Mr. Austin noted that Mountain Line Transit requested TIP amendment to add FY 2021 the Accelerating Innovative Mobility Funding. Mr. Austin noted that the funds are to be used to expand the scope of work for the ongoing transit study for coordinated fare and fee collection.

Mr. Kelly moved to recommend approval of the proposed TIP amendment to the Policy Board; seconded by Councilperson Selin. With no discussion, the motion was passed unanimously.

7. Auditor Selection

Mr. Austin noted that as required under State Code, the MPO forwarded our RFQ for auditor services to three firms from the list of eligible firms by the State Auditor's Office. In response to our RFT we received two proposals for the conduct of our audit for the period 2020 to 2023. Utilizing the States required methodology the MPO's Selection Committee unanimously recommended the selection of Balestra, Harr, and Scherer (BHS), the MPO's current auditor, for the conduct of the MPO's audits for the next three years. Mr. Austin noted that BHS was not the low bidder for the contract however, the consensus of the Selection Committee was that the BHS proposal was more responsive to the RFQ as identified by the process required by the State Auditor's Office.

Mr. Austin noted that it is requested that the Policy Board authorize the Executive Director to enter into a contract totaling \$9,300 with BHS for their services over the next three years.

Mr. Bruffy moved to authorize the Executive Director to enter into a contract totaling \$9,300 with BHS for the service described, seconded by Mr. Kelly. With no discussion, the motion was passed unanimously.

8. Performance Measures

a. Highway Safety Performance Measures

Mr. Austin noted that States are required to adopt goals for these Performance measures to document progress in achieving national goals. MPOs are asked to adopt the Highway Safety goals. Mr. Austin read the goals identified by the WV DOH.

Mr. Kelly moved to adopt the Highway Safety Performance Measures as presented; seconded by Mr. Bruffy. With no further discussion, the motion was approved.

b. Transit Asset Management Performance Measure

Mr. Austin noted that similar to the requirements put on states for the maintenance of bridges, transit providers are to develop performance measures and goals for the maintenance of their infrastructure and equipment. For the purposes of these measures, the WVDOT Division of Public Transit works with the transit systems around the state to develop the performance measures and target goals for the state's public transportation providers. Mr. Bruffy noted that the measure set objectives for the federal investment in transit asset. The safety measures are consistent with highway measures, such as fatality and serious injuries.

Councilperson Kawecki moved to adopt the Transit Asset Management Performance Measure as presented; seconded by Mr. Kelly. With no further discussion, the motion was approved.

c. Transit Safety Performance Targets

Mr. Austin noted that as part of the same legislation that mandates the Highway Performance Measures, the Federal Transit Administration mandates that State and local transit agencies adopt Safety performance measures to ensure that Federal funding is meeting goals for efficiency and safety. Mr. Austin noted that Mountain Line's performance measures for the Public Transportation Safety Plan is included in the agenda package.

This is an informational item. No action is need from the board.

9. Discussion of upcoming Transportation Plan Update and Comprehensive Plans

Mr. Austin noted that the MPO is preparing to update the MPO's Metropolitan Transportation Plan. MPO Staff is proposing that the area's municipalities as well as Monongalia County update their comprehensive plans in conjunction with MTP Update, in a single effort that would develop updated land use for use in the MPO's regional travel demand model. These comprehensive plans as well as the Comprehensive Plans for Westover, Granville and Monongalia County are all due for an update in 2022. Mr. Austin noted that the MPO would use transportation planning funds to supplement the local funds for public involvement in the development of the Comprehensive plans. It will more efficiently develop all of the plans.

The plan updates will emphasize the synergy and the economy of scale from the combined public involvement process for land use and transportation planning. Mr. Austin noted that the recently adopted regional bicycle and pedestrian plan and the ongoing Mountain Line short and medium range strategic plan will be integrated into the plan update.

Councilperson Selin noted that the last joint plan update in 2010 was very well done. It was a cost-effective to update plans for region. Mr. Bruffy noted that the metropolitan transportation plan update will decide the priority for transportation infrastructure investment in the region. It is important for the stakeholders to participate in the planning process.

10. Other Business

Mr. Carr noted that the DOH will update the statewide long-range transportation plan. The DOH has been working on the update for the last four months and the consultant will get in touch with each MPO in the state for interviews. Mr. Carr noted that MPO's metropolitan transportation plans will be a vital part of the statewide plan. The project team will set up a website providing information about the state plan update.

Mr. Carr noted that the Mileground project is moving forward with site preparation for construction. The DOH has access to most parcels in the corridor and is waiting to get access to remaining parcels. Mon Power is starting to remove utility infrastructures along the Eastern Hill section.

Councilperson Kawecki asked about the status of Beechurst Ave project. Mr. Austin noted that the DOH's engineering study on this project is wrapping up. The DOH is collaborating with the WVU and the City of Morgantown on the Campus Dr intersection improvement and the 1st St relocation. The project is expected to begin construction in 2022.

Councilperson Selin asked if DOH's highway projects in the statewide plan could overtake the priority for the projects in the MPO's plan. Mr. Carr noted that the projects in the statewide transportation plan

will not be prioritized and the DOH will implement those projects based on performance measures and local MPO priorities.

Mr. Abildso asked if the MPO's bicycle and pedestrian projects will be integrated into the statewide long-range transportation plan. Mr. Carr noted that the statewide plan often includes regionally significant projects with no clear funding sources in sight. Local pedestrian and bicycle projects are less likely to be included in the statewide long-range plan. Mr. Carr also noted that the state long-range plan will identify projects under the guidance of performance measures to achieve statewide performance goals.

11. Adjournment

The meeting adjourned on 7:32 PM.

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Centra-Checking (voucher checks)									23,653.52
Check	10/12/2020	9275	City of Morgantown			√	Salary	-117.00	23,536.52
Check	10/13/2020	9276	Dominion Post	Transit Study		√	Public Notices	-392.03	23,144.49
Check	10/13/2020	9277	Fringe Benefits Management Company			√	Salary	-1,056.36	22,088.13
Check	10/13/2020	9278	Public Employees Insurance Agency	Retiree HBT and PEIA		√	Salary	-2,697.14	19,390.99
Check	10/13/2020	9279	Service Plus			√	Accounting (Accounting Fees)	-122.65	19,268.34
Check	10/15/2020	5836	J. William B. Austin	Electronic Transfer		√	Salary	-2,270.16	16,998.18
Check	10/15/2020	5837	Jessica D. Shuey	Electronic Transfer		√	Salary	-1,150.09	15,848.09
Check	10/15/2020	5838	Jing Zhang	Electronic Transfer		√	Salary	-1,457.04	14,391.05
Check	10/15/2020	5839	ICMA. Retirement Corp			√	Salary	-2,138.41	12,252.64
Check	10/15/2020	941	IRS	Electronic Transfer		√	Salary	-1,508.16	10,744.48
Deposi	10/22/2020		WVDOH	Deposit WVDOH & Mon Co. J. Shuey		√	PL Funds (Funds)	20,809.88	31,554.36
Deposi	10/29/2020		WVDOH	August Reimbursement		√	PL Funds (Funds)	18,886.85	50,441.21
Check	10/29/2020	9280	American Planning Association	J. William B, Austin Dues			Dues and Subscriptions	-572.00	49,869.21
Check	10/29/2020	9281	Centra Bank - Mastercard	Dom. Post Sub and software			Dues and Subscriptions	-122.46	49,746.75
Check	10/29/2020	9282	HDR Engineering	Transit Study			Consulting	-10,837.61	38,909.14
Check	10/29/2020	5843	ICMA. Retirement Corp				Salary	-2,138.41	36,770.73
Check	10/30/2020	5840	J. William B. Austin	Electronic Transfer		√	Salary	-2,270.16	34,500.57
Check	10/30/2020	5841	Jessica D. Shuey	Electronic Transfer		√	Salary	-1,150.10	33,350.47
Check	10/30/2020	5842	Jing Zhang	Electronic Transfer		√	Salary	-1,457.03	31,893.44
Check	10/30/2020	941	IRS	Electronic Transfer			Salary	-1,508.16	30,385.28
Check	10/30/2020	10302	WV Dept of Tax and Revenue	Electronic Transfer			Salary	-592.00	<u>29,793.28</u>
Total Centra-Checking (voucher checks)									<u>29,793.28</u>
TOTAL									



REQUESTION FOR QUALIFICATION

Planning and Engineering Consulting Firm

Comprehensive Plan & Metropolitan Transportation Plan Update

Released: January 22, 2021

Due Date: February 18, 2021

Morgantown Monongalia Metropolitan Planning Organization

243 High Street Room 026, Morgantown, WV 26505

[www. Plantogether.org](http://www.Plantgether.org)

Request for Qualification Summary Page

1. RELEASING DATE January 22, 2021	2. DUE DATE February 18, 2021	3. INTERVIEW PERIOD March 3-10, 2021
4. TASK NAME Comprehensive Plans & Metropolitan Transportation Pan Update		
5. JOB TITLE Comprehensive Planning, Transportation Planning		7. CONTACT INFORMATION Bill Austin, AICP, Executive Director Phone: 304-291-9571 Email: baustin@labyrinth.net 243 High Street Room 026 Morgantown, WV 26505
6. CONTRACT AGENCY NAME AND ADDRESS Morgantown Monongalia Metropolitan Planning Organization 243 High Street Room 026 Morgantown, WV 26505		
8. PARTNERING AGENCIES Monongalia County Planning Commission, WV City of Morgantown, WV City of Westover, WV Town of Granville, WV Star City, WV		9. FUNDING SOURCE FHWA, WV DOT, Monongalia County, City of Morgantown (potentially Westover, Star City, and Granville)
10. SUPPLEMENTARY NOTES The towns of Granville, Star City, and the City of Westover are interested in participating in the project, but their participation is dependent on the consultant selection process.		
11. SCOPE OF WORK ABSTRACT <p>The service consists of updating the Morgantown Monongalia MPO's Metropolitan Transportation Plan and updating the comprehensive plan for the Monongalia County, the City of Morgantown, the City of Westover, and the towns of Granville and Star City. The essence of the service is to conduct an extensive and effective public involvement process to develop consensus for preferred land use development and transportation infrastructure investment priority for the region.</p> <p>The planning process includes three stages: 1) Comprehensive Plan Updates; 2) Regional Travel Demand Model Enhancement; and 3) Metropolitan Transportation Plan Update. The MTP update shall give special consideration to public involvement, plan integration, performance measures, project prioritization, and freight movement.</p> <p>The selected consultant shall develop the plans in compliance with WV codes and federal regulations.</p>		
12. UPWP FFY 2021-2023	13. PLANNING HORIZON 2050	14. SCALE Regional

-- Scope of Work --

The selected firm will be responsible for providing the following services in compliance with WV codes:

- Updating the Comprehensive Plan for the City of Morgantown
- Updating the Comprehensive Plan for the Town of Granville
- Updating the Comprehensive Plan for the City of Westover
- Updating the Comprehensive Plan for the Star City
- Updating Comprehensive Plan for Monongalia County.
- Updating the MPO's Metropolitan Transportation Plan and regional travel demand model. The updates will be based on land use data from the comprehensive plan updates. The MTP updates will be in compliance with pertinent federal requirements.

The scope of work is expected to be carried out in three stages. Public involvement should be incorporated throughout the planning process. The primary tasks of each stage are shown as following:

Stage I - Comprehensive Plan Update

- Review existing planning documents, mapping, and legislative requirements.
- Work Sessions with staff of participating entities and committee members.
- Develop baseline (2020) socioeconomic data by census block group and by transportation analysis zones (TAZs) in the MPO's travel demand model.
- Develop future year (2050) data for population and socioeconomic changes, and their geographic distribution by block groups and TAZs.
- Develop draft comprehensive plan for each entity, including standard analysis of demographics, transportation, housing, infrastructure, public services, recreation, economic development, and existing land use.

Stage II – Regional Travel Demand Model Enhancement

Regional Travel Demand Model (RTDM) enhancement will be based on MPO's current model updated with the West Ridge development scenario. It is expected that the RTDM enhancement be completed in a cost-effective manner.

- Update the existing network to reflect existing and committed improvements, including, but not limited to:
 - West Ridge / Mylan Park area development
 - Mileground Rd Improvement
 - Van Voorhis Rd Improvement
 - West Run Rd Improvement
 - Beechurst Ave Improvement
 - Proposed I-79 Access Northern Connector Project
- Update current and future year trip generation and distribution based on social economic data obtained in Stage I and based on current and anticipated major land use development and transportation infrastructure investment.
- Enhance mode share for transit and non-motorized trips.
- Model calibration and validation.

Stage III - Metropolitan Transportation Plan Update

- Deficiency analysis and project recommendation. Evaluate how land use will affect transportation network and environmental justice.
- Project prioritization and implementation. Prioritization is the essential component of Stage III. Selected consultant is expected to conduct extensive community engagement to reach consensus-based transportation investment priorities for the region.
- Develop performance measures in compliance with federal regulations. Metrics and objectives are expected to meet the need of local community as well as compatible with state measures.
- Final document. The format of the MTP final document should be consistent with the MPO's 2013-2040 Long Range Transportation Plan.

Special Considerations

Public Involvement

- Selected consultant should conduct an integrated public involvement process for both the comprehensive plans and the metropolitan transportation plan. Public engagement is expected to be cost-effective, inclusive, and innovative.
- Public involvement should be carried out throughout the planning process, with focus on developing consensus for preferred land use development and transportation infrastructure investment priority for the region.
- Public outreach should consider the impact of the COVID-19 on local communities, economic status, and public engagement strategies.

Integrating adopted plans

- Integrating Morgantown Regional Bike & Pedestrian Transportation Plan (2020) as the non-motorized transportation component of the 2050 MTP. Pedestrian and bicycle projects shall be consolidated as a part of highway improvement projects, as appropriate, and be prioritized accordingly.
- Integrating the Mountain Line Transit Authority (MLTA) Short and Medium Range Plan (2020) as the transit component of the 2050 MTP. Transit projects shall be consolidated as a part of highway improvement projects, as appropriate, and be prioritized accordingly.

Project Prioritization

- Innovative and effective consensus building process to address transportation infrastructure investment priorities. Prioritized projects shall be consistent with land use development decision. Prioritization scheme shall be dynamic and adaptable to potential changes within the planning horizon.

Freight Movement

- Freight is a part of the larger transportation system and communities, creating vibrant economies and jobs. While it is essential to regional economy growth, negative externalities have been an issue to the community. Selected consultant should work with the stakeholders to identify policies and designs to mitigate negative externalities that can impact local communities and to harmonize the movement of freight within the natural and built environment.

-- Evaluation Criteria --

Criteria		Description	Maximum Score
Qualifications (35 Points)	<i>Firm</i>	A brief overview of the firm qualifications to perform this type of work.	5 Points
	<i>Team Members</i>	An introduction of key staff members who will work directly on this project, identifying their role and availability for this project.	10 Points
	<i>Experience</i>	An annotated listing of applicable projects completed by team members, and a brief description of how the experience of each project can contribute the work.	10 Points
	<i>Uniqueness</i>	A statement of unique reasons the consultant should be selected.	10 Points
Approach to Project (55 Points)	<i>Specificity</i>	The proposal identifies approaches that are specifically tailored to address the tasks in the project.	10 Points
	<i>Cost-effectiveness</i>	The proposal demonstrates that the identified strategies are potential more cost-effective in comparison with others strategies, with emphasis on the synergy of public involvement for both comprehensive plan updates and MTP updates.	15 Points
	<i>Suitability</i>	Identified approaches use appropriate technologies and update-to-date planning practice that are proven to be effective in similar areas.	10 Points
	<i>Innovativeness</i>	The proposal identifies unique skills or innovations that will creatively accomplishing the work.	10 Points
	<i>Timeline</i>	The appropriateness of proposed schedule, benchmarks, and priorities to illustrate command of the scope and priorities of the project.	10 Points
Overall Quality (20 Points)	<i>Understanding</i>	Proposal shows a clear understanding of the scope of work for this project.	10 Points
	<i>Clarity</i>	The proposal is concise, well-organized, and directly addresses the point of issues.	10 Points

2021 Morgantown Monongalia MPO Committee Meeting Schedule

MPO Policy Board

**Unless noted otherwise meetings begin at 6 pm
at Morgantown City Hall**

Thursday, January 21, 2021

Thursday, March 18, 2021

Thursday, May 20, 2021

Thursday, June 17, 2021

Thursday, August 19, 2021

Thursday, October 21, 2021

Thursday, November 18, 2021

Citizens Advisory Committee

**Unless noted otherwise meetings begin
at 6 pm at the MPO's offices**

Thursday, January 14, 2021

Thursday, March 11, 2021

Thursday, May 13, 2021

Thursday, June 10, 2021

Thursday, August 12, 2021

Thursday, October 14, 2021

Wednesday, November 10, 2021

Technical Advisory Committee

**Unless noted otherwise meetings begin
at 1:30 at the MPO's Offices**

Tuesday, January 12, 2021

Tuesday, March 9, 2021

Tuesday, May 11, 2021

Tuesday, June 8, 2021

Tuesday, August 10, 2021

Tuesday, October 12, 2021

Tuesday, November 9, 2021

Policy Advisory Committee

Meeting Locations and time TBD

Monday, January 11, 2021

Monday, October 11, 2021

Freight Advisory Committee

**Unless noted otherwise meetings begin
at 11 am at the MPO's Offices**

Thursday, March 11, 2021

Thursday August 10, 2021