

Agenda Item Summary

To: CRCOG Policy Board

From: Chris Seeger, Transportation Planner

CC: Matt D. Hart, Executive Director; Robert Aloise, Director of Transportation Planning

Meeting Date: January 24, 2024

Subject: Task-Based Travel Demand Modeling and Data Management Consultant

Background: CRCOG has used a consultant to assist with travel demand modeling and data management activities in the past. CRCOG issued RFQ in October and conducted interviews of eligible firms. CRCOG has selected Cambridge Systematics, Inc. as the consultant.

Benefit to Member Towns/CRCOG: CRCOG staff will be assisted by the consultant in performing parts of Task 2 in the Unified Planning Work Program (UPWP) for FY-2024-2025, including Performance Metrics, Data Management, operating and maintaining CRCOG's Travel Forecasting Model, updating the Travel Forecasting Model, and assisting with documentation and quality control for all related activities.

Financial/Operational Impact: Consultant services are budgeted for \$111,550 per year in the UPWP and will be covered entirely by PL funds.

Project Schedule: The contract with Cambridge Systematics, Inc. will be for a period ending on June 30, 2026.

Recommendation: CRCOG recommends approval of the Authorizing Resolution to negotiate and contract with Cambridge Systematics, Inc. for the Task-Based Travel Demand Modeling and Data Management contract.

Attachments:

- Authorizing Resolution for Execution of an Agreement with Cambridge Systematics for Task-Based Travel Demand Modeling and Data Management

AUTHORIZING RESOLUTION

FOR EXECUTION OF AN AGREEMENT WITH CAMBRIDGE SYSTEMATICS FOR TASK-BASED TRAVEL DEMAND MODELING AND DATA MANAGEMENT

WHEREAS, the Capitol Region Council of Governments (CRCOG), as the Metropolitan Planning Organization (MPO) for the Hartford metropolitan area, is required by federal regulations to conduct a continuing and comprehensive transportation planning program, and

WHEREAS, the Federal Highway Administration and the Federal Transit Administration provide funds for CRCOG to conduct such a program, and

WHEREAS, the Federal funds are made available through the Connecticut Department of Transportation, and

WHEREAS, CRCOG identified Task-Based Travel Demand Modeling and Data Management within its Unified Planning Work Programs (UPWP) for FY2024-2025, and

WHEREAS, CRCOG has conducted a qualifications-based selection process and found the consulting firm Cambridge Systematics, Inc. to be the most qualified firm to assist CRCOG;

NOW THEREFORE BE IT RESOLVED THAT, that CRCOG's Executive Director, Matthew Hart, is authorized to act on behalf of the Capitol Region Council of Governments in negotiating, executing, and amending all appropriate and necessary contractual instruments with the consulting firm Cambridge Systematics, Inc. for the purpose of Task-Based Travel Demand Modeling and Data Management.

CERTIFICATE

I certify the above is a true copy of a resolution adopted by the Policy Board, at its meeting held on January 24, 2024.

BY: _____ DATE: _____
Jason E. Bowsza, Secretary