



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Board of Directors

FROM: Grace Gallucci, Executive Director

DATE: June 2, 2017

RE: Resolution No. 2017-021: Agency Procurement - NOACA Traffic Count Program

ACTION REQUESTED

The Board of Directors is asked to approve the procurement of a consultant to conduct NOACA's Traffic Count Program. Specifically, it would award a one year contract to Eggeman Engineering and Consulting LLC (EEC) for NOACA's Traffic Count Program in the not to be exceeded amount of \$112,910. The Executive Director would have the option to extend the contract annually, for the same amount, for an additional two years.

The Finance and Audit Committee recommends this action.

BACKGROUND/JUSTIFICATION FOR CURRENT ACTION

NOACA issued a request for proposals (RFP) on December 9, 2015 seeking qualified persons or firms to contract for consulting services to conduct traffic counts for a three year period, commencing July 1st, 2016 to June 30, 2019. Mannick & Smith Group, Inc. was awarded the contract and was to be the Traffic count firm through this time.

NOACA staff initiatives have allowed NOACA to create a much more accurate traffic count program which significantly modified the scope/timing of the project. Specifically, all regular counts will be completed during a shorter timeframe resulting in more consistent and applicable traffic counts. Thus, the decision was made to close the existing agreement and reissue the RFP for the new scope of the project.

NOACA issued a RFP on March 21st, 2017 seeking qualified persons or firms to conduct traffic counts based on the refined scope, for a three year period commencing on or around July 1st, 2017 and ending on June 30th, 2020. Closing date for the RFP was April 21st, 2017. NOACA received six proposals. Vendors were scored on four criteria: project approach, experience, qualifications and cost. The Vendor with the highest score was EEC. EEC is DBE/EDGE-certified and ODOT prequalified.

FINANCIAL IMPACT

The annual financial impact to NOACA would not exceed \$112,910. This program is funded by the Ohio Consolidated Planning Grant (OCPG).

CONCLUSION/NEXT STEPS

If approved, NOACA will enter into contract with Eggeman Engineering and Consulting LLC (EEC) for a term July 1st, 2017-June 30th, 2018 with the option of two annual extensions.

GG/sm/2949b

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

WHEREAS, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the Metropolitan Planning Organization (MPO) for the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina, and the areawide water quality management agency for the same region; and

WHEREAS, maintaining up-to-date traffic count data is essential to meeting NOACA's planning responsibilities as the region's MPO; and

WHEREAS, the data is necessary to validate various planning activities at NOACA; and

WHEREAS, the FY 2018 OWP includes funds to hire a consultant(s) to perform the first annual phase of a three-year traffic count program; and

WHEREAS, NOACA's procurement policy requires that these consulting services be obtained through a competitive process following all applicable federal, state, and local policies and regulations, which was accomplished through a Request for Proposals issued on March 21st, 2017, with proposals received on April 21st, 2017, of which the firm Eggeman Engineering and Consulting LLC (EEC), was the best proposal, with an annual cost not to exceed \$112,910 beginning in fiscal year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Northeast Ohio Areawide Coordinating Agency, consisting of forty-five principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:

Section 1: The Executive Director is hereby authorized to enter into a contract for services with the firm Eggeman Engineering and Consulting LLC (EEC) of Springfield, Ohio, in an amount not to exceed \$112,910 for FY 2018.

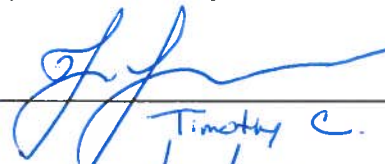
Section 2: The Executive Director is hereby authorized to extend the contract for services on the same terms and conditions for both FY 2019 and FY 2020, based upon mutual agreement between NOACA and the contractor and satisfactory performance by the contractor.

Section 3: The Executive Director is authorized to transmit a certified copy of this resolution to appropriate Federal, State, and local agencies.

Certified to be a true copy of a Resolution of the Board of Directors of the Northeast Ohio Areawide Coordinating Agency adopted this 9th day of June 2017.

Secretary: _____

Date Signed: _____


Timothy C. Lennon
6/9/17