



## Legislation Text

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**File #:** 24-1542, **Version:** 1

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Resolution to Approve a Professional Services Agreement with Quality Counts, LLC for As-Needed Traffic Count Services (RFP# 24-37; \$50,000.00 per year for three years, \$150,000.00 total) Attached for your review and consideration is a resolution to approve a three-year Professional Services Agreement (PSA) with Quality Counts, LLC for \$50,000.00 per year for the collection of traffic and travel data on an as-needed basis. The contract also includes an option for administrative extensions for two additional one year periods.

The services to be provided under this contract include: Multimodal traffic volume counts, vehicular speed data, vehicle classification data, vehicle headway, and gap spacing. The annual count program will balance the data collection between programmatic data collection on major streets and project-specific before and after data collection.

The annual count program will conduct traffic data collection and provide results of the data collection to city staff. The annual count program is expected to include approximately:

- a. 25, 48-hour segment count locations
- b. 20, 24-hour segment count locations
- c. 5, 24-hour intersection count locations

On May 23, 2024, a request for proposal (RFP No. 24-37) was issued for the services described above. Proposals were received from three (3) consultants on June 13, 2024. A staff selection committee reviewed the proposals and determined the firms most qualified for the work according to several criteria:

- Professional Qualifications (30%)
- Past Involvement with Similar Projects (15%)
- Work Plan (20%)
- Fee Proposal (35%)

Staff ranked the responding firms in the following order:

1. Quality Counts, LLC
2. HRC
3. Quality Traffic Data, LLC

The committee selected Quality Counts, LLC based on their professional qualifications, past involvement with similar projects, proposed work plan, and fee quotations. Quality Counts, LLC complies with the requirements of the City's Non-Discrimination and Living Wage Ordinance.

Project Schedule: Every year, staff will work with Quality Counts, LLC to identify programmatic data collection locations where road operations are minimally influenced by construction and special events. Programmatic data collection will occur during the fall between the 2<sup>nd</sup> week of September

and the first week of November. Other as-needed counts shall be conducted as they are needed.

Budget/Fiscal Impact: Funding for this work is available in the approved FY25 Major and Local Streets Operations and Maintenance Budgets and will be available in future fiscal years if so, approved by Council.

Prepared by: Nicholas Hutchinson, City Engineer

Reviewed by: Sue F. McCormick, Interim Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The city has an interest in tracking the multimodal use characteristics of city streets across time and an interest in the before and after road use performance when a capital project or quick build project makes changes to the surface street design;

Whereas, It is necessary to retain the services of a professional firm to perform data collection tasks associated with the annual counts program;

Whereas, In response to RFP No. 24-37, the City received three (3) proposals and selected Quality Counts, LLC based on their professional qualifications, past involvement with similar projects, proposed work plan, and fee quotations;

Whereas, Quality Counts, LLC complies with the requirements of the City's Non-Discrimination and Living Wage Ordinance; and

Whereas, Funding for traffic data collection is available in the approved FY25 Major and Local Streets Operations and Maintenance Budgets and will be available in future fiscal year if so, approved by Council;

RESOLVED, That the City Council approve a Professional Services Agreement with Quality Counts, LLC in the amount of \$150,000.00 across three years As-Needed Traffic Count Services (RFP 24-37);

RESOLVED, That the City Administrator be authorized to approve up to two one-year renewals of the Professional Services Agreement with Quality Counts, LLC for \$50,000.00 per year;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreement after approval as to form by the City Attorney and approval as to substance by the City Administrator; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution.