

# Memorandum

**REPORT TO:** Gallatin Valley MPO - Transportation Technical Advisory Committee

**FROM:** Jeff Butts, MPO Manager

**SUBJECT:** Long Range Transportation Plan Consultant Procurement Update

**MEETING DATE:** February 12, 2025

**AGENDA ITEM TYPE:** Administration

**RECOMMENDATION:** Discuss the Long Range Transportation Plan consultant procurement update.

**STRATEGIC PLAN:** 1.3 Public Agencies Collaboration: Foster successful collaboration with other public agencies and build on these successes.

**BACKGROUND:** The Metropolitan Planning Organization (MPO) is required to adopt a Long Range Transportation Plan (LRTP) by December 29, 2026. The scope of work was developed in fall 2024 and finalized in November 2024. To procure consultant services, the Request for Proposals was posted to the City of Bozeman's website in December 2024 with proposals due January 31, 2025.

To ensure a fair and regulatory-compliant selection process, the Transportation Technical Advisory Committee (TTAC) designated four members, along with the MPO Manager, to review and score the proposals in accordance with federal, state, and local requirements.

The MPO received four proposals from highly qualified teams:

- Fehr & Peers with Sanbell and Economic Planning Systems
- Felsburg, Holt & Ullevig with Robert Peccia & Associates
- Kittelson & Associates with Big Sky Public Relations
- Nelson Nygaard with Big Sky Public Relations and DJ&A

The scoring committee met on February 10, 2025, to discuss the proposals, evaluate scoring, and ensure alignment with selection criteria. Staff will present an update on the status of the selection process and is available to address any questions from the committee.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As suggested by the committee.

**FISCAL EFFECTS:** None.

Report compiled on: February 5, 2025