

Memorandum

REPORT TO: Gallatin Valley MPO - Transportation Policy Coordinating Committee

FROM: Jeff Butts, MPO Manager

SUBJECT: Confirmation of Selection Committee Recommendation for Long Range Transportation Plan (LRTP) Consultant

MEETING DATE: February 26, 2025

AGENDA ITEM TYPE: Administration

RECOMMENDATION: **Consider the motion:** *Having reviewed the selection committee rankings, I move to approve the selection of Nelson\Nygaard as the prime consultant for the Metropolitan Planning Organization's Long Range Transportation Plan.*

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 approved in November 2024. To procure consultant service, a Request for Proposals (RFP) was posted to the City of Bozeman's website in December 2024 with proposals due January 31, 2025.

To ensure a fair and federally compliant selection process, the Transportation Technical Advisory Committee (TTAC) designated a scoring committee composed of four members, along with the MPO Manager, to review and evaluate the proposals in accordance with federal, state, and local requirements.

The MPO received proposals from the following four 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 consistency with selection criteria. Nelson\Nygaard and their team received the highest score while remaining within budget. The selection findings will be presented for consideration.

Staff requests concurrence from the Transportation Policy Coordinating Committee (TPCC) through a motion to approve the selected consultant.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by the Committee.

FISCAL EFFECTS: The estimated cost is \$299,591.25.

Report compiled on: February 18, 2025