



BACTS Non-Profit Board Meeting

September 17th, 2024

1:00PM

Bangor Council Chambers and via Zoom

Agenda

1) Call to Order

2) Public Comment

Members of the public in attendance of today's meeting have an opportunity to provide public comment on today's agenda items.

3) Update of BACTS Bylaws

BACTS Staff have made slight proposed changes to the BACTS Bylaws.

Proposed Action: Approve BACTS Bylaws as amended.

4) Other Business

5) Call for Adjournment

Policy Committee Meeting

September 17th, 2024

1:05 PM

Bangor City Council Chambers and via Zoom

Agenda

1) Call to Order

2) Public Comment

Members of the public in attendance of today's meeting have an opportunity to provide public comment on today's agenda items.

3) Approval of July 23rd, 2024 BACTS Policy Committee Meeting Minutes (Attachment A)

4) BACTS Monthly Report (Attachment B)

5) Adoption of Updated Public Participation Plan (Attachment C)

Staff Report

BACTS Staff posted the updated version of the Public Participation Plan for public comment period starting on June 26th, 2024. This comment period ended August 12th, no public comments were received. BACTS Staff did receive comments, which have been incorporated in the final draft, from FHWA.

Proposed Action: Adopt the finalized Public Participation Plan.

6) BACTS UPWP Budget

Staff will provide budgetary information regarding the 2024-2025 UPWP budget.

BACTS 2024-2025 UPWP
08/31/2024

23 Total
6 Months into contract
17 Months left in contract

Task	Project	Total Allotted	Total Spent	In-Kind	Total Remaining	Contract to Date Trend			Forecasted Trend (Projected Figures)				
						Actual % Usage	Amount Should be as of 8/31	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining
FHWA													
1	Operation and Coordination	\$219,173	\$135,383	\$0	\$83,790	61.8%	\$57,176	-\$78,207	\$83,790	\$150,212	\$30	\$11,605	-\$78,057
2	Programming	\$45,800	\$9,906	\$0	\$35,894	21.6%	\$11,948	\$2,042	\$35,894	\$18,160	\$22,500	\$115	-\$4,881
3	Data and Studies	\$188,500	\$87,709	\$0	\$100,791	46.5%	\$49,174	-\$38,535	\$100,791	\$125,040	\$62,027	\$6,192	-\$92,469
4	Planning	\$453,600	\$35,746	\$0	\$417,854	7.9%	\$118,330	\$82,584	\$417,854	\$69,847	\$331,935	\$945	\$15,127
5	Unallocated	\$366,617	\$0	\$0	\$366,617	0.0%	\$95,639	\$95,639	\$366,617	\$0	\$0	\$0	\$366,617
Total FHWA		\$1,273,690	\$268,744	\$0	\$1,004,946	21.10%	\$332,267	\$63,523	\$1,004,946	\$363,259	\$416,492	\$18,858	\$206,337
FTA													
1	Operation and Coordination	\$79,500	\$16,059	\$3,212	\$60,229	20.2%	\$20,739	\$4,680	\$48,183	\$60,658	\$0	\$2,579	-\$15,054
2	Programming	\$9,900	\$707	\$141	\$9,051	7.1%	\$2,583	\$1,875	\$7,241	\$11,239	\$0	\$0	-\$3,998
3	Data and Studies	\$17,100	\$2,634	\$527	\$13,939	15.4%	\$4,461	\$1,827	\$11,151	\$13,137	\$0	\$249	-\$2,235
4	Planning	\$161,062	\$1,913	\$383	\$158,767	1.2%	\$42,016	\$40,104	\$127,014	\$71,009	\$165,000	\$2,534	-\$111,529
Total FTA		\$267,562	\$21,313	\$4,263	\$241,986	7.97%	\$69,799	\$48,486	\$193,589	\$156,044	\$165,000	\$5,362	-\$132,817
Total		\$1,541,253	\$290,057	\$4,263	\$1,246,933	18.82%	\$402,066	\$112,009	\$1,198,535	\$519,302	\$581,492	\$24,221	\$73,520

*Anticipated transfer to FTA for Transit Studies

The following are provided are DRAFT figures at this time for budgetary consideration only.

Proposed Action: For discussion only.

7) General Consultant Agreement Task Order Assignment Policy (Attachment D)

Staff will review the policy as approved by the Executive Committee. Staff will provide a monthly report on task order assignments and status.

<u>Project</u>	<u>Consultant</u>	<u>Estimated Time Frame</u>
Culvert Inventory	VHB*	September 2024 - December 2025

*BACTS Staff are currently in discussion for this project with VHB, anticipated to finalize task order issuance in coming weeks. Authorization has been received from BACTS Executive Committee for the selected consultant.

Proposed Action: For discussion only.

8) Transit Updates

Staff and The Community Connector will provide updates on transit studies, operations, or other transit related items.

Proposed Action: For discussion only.

9) Project Updates

Members will provide updates on BACTS funded construction projects in the region.

Proposed Action: For discussion only.

10) MaineDOT Report

MaineDOT staff will provide an update on any MaineDOT projects, policies, or plans.

Proposed Action: For discussion only.

11) Other Business

Discussion of other items not on today's agenda.

12) Upcoming Meetings

Transit Committee - October 10th, 2024 at 2PM - via Zoom

Policy Committee - October 15th, 2024 at 9:30AM - Brewer Council Chambers



Attachment A
Policy Committee Meeting

July 23rd, 2024

1:00PM

Orono Town Council Chambers and via Zoom

Minutes

Committee Members	Affiliation
Wayne Bunnell Jeff Davis Aaron Huotari Anne Kreig Laurie Linscott	Bangor
Jeremy Caron Linda Johns	Brewer
Jon Clements Amy Ryder Victor Smith	Hampden
Mitch Stone	Orono
MaineDOT / FHWA	
Kirstie Hostetter, Jennifer, Laliberte, Claire Winter	
BACTS	
Jack Bosies, Sara Devlin, Madeline Jensen, Ian Kelly, Paige Nadeau, Jacob Stein	

1) Call to Order

Meeting was called to order by Jeremy Caron at 1:15PM.

2) Public Comment

No comments at this time.

3) Approval of June 18th, 2024 BACTS Policy Committee Meeting Minutes

No comments on the minutes, Linda Johns made a motion to approve the minutes as written, seconded by Aaron Huotari, roll call vote taken, all in favor.

4) BACTS Monthly Report

Paige Nadeau provided a brief update on the local match for phase 1 for SS4A being due in the coming weeks.

Jack Bosies provided an update on the culvert inventory, members are encouraged to coordinate with Jack as soon as possible to get this process started. Members asked about scope, Jack clarified it is on collector roads only (not local). Sara Devlin stressed the importance of this coordination to ensure we can utilize funding that has been set aside for this process and gives staff more ability to utilize the results of this analysis in coming years.

**5) Approve Transit Committee Chairs, Vice Chair, and Rider Representative
Staff Report**

At the July Transit Committee meeting, Amy Ryder and Karen Fussell were nominated as the new committee Chair and Vice Chair, respectively, for the 2024-2026 term. Jack McKay was reappointed as the non voting Rider Representative, also effective until 2026.

Proposed Action: *Approve the election of Amy Rider as the Transit Committee Chair, Karen Fussell as the Transit Committee Vice Chair, and Jack McKay as the Rider Representative, effective July 2024 through July 2026.*

Maddie Jensen provided an overview.

Amy Ryder made a motion to approve the listing as written, seconded by Linda Johns, roll call vote taken, all in favor.

**6) Project Candidate for MaineDOT Workplan
Staff Report**

Historically BACTS Staff has led a process for collecting, scoring, and proposing projects to be submitted to MaineDOT for funding with our capital allocation. In September 2023, MaineDOT introduced the new funding initiatives for all MPOs. The Policy Committee previously approved BACTS' submissions for Initiative 4 (Highway Corridor Priorities 3&4). Members submitted additional projects for prioritization, and consideration for funding through the MaineDOT Workplan.

Proposed Action: *Review, discuss, and approve BACTS' candidate projects to be submitted to MaineDOT for funding consideration in the upcoming workplan.*

Sara Devlin and Jacob Stein provided an overview. The provided project list consists of items outside of collector paving, another urban partnership initiative (active transportation) listing will be assessed at a later date (likely September). BACTS took project submissions as well as review of previous TIPs to make this listing. Members of the group asked if any projects on listing could qualify for the UPI funding (50/50, state funding), which would have the same treatment as an MPI.

Sara Devlin asked members which projects from the prioritized listing they would like to submit for consideration. BACTS Recommends submitting projects that scored above 45 points. Members asked if there are any negatives to submitting the entire list. Sara Devlin responded that MaineDOT has expressed interest in receiving a prioritized listing but is open to whatever listing the group would like to put forward. Claire Winter added that groups are able to submit how they see best fit but encourages seeing a scoring and prioritized list. Members asked how many will get funded, BACTS and MaineDOT will work together to finalize the selected list with best available funding. Members discussed the new funding structure and how to best utilize and prepare.

After the above discussion, members of the group agreed to the consensus to submit the entire list for consideration, so no projects will be eliminated at this time. BACTS will submit this listing with the collector paving list (previously approved) and then request for projects for UPI projects. Discussion ensued regarding the specifics of the MPI vs UPI program including funding, application process, project types, etc.

Aaron Huotari motion to submit all projects for consideration and if there is a need to prioritize it would be based upon the scoring, Mitch Stone second. All in favor, none opposed.

7) EPA Community Change Grant Staff Report

The EPA Community Change Grant Working Group met in June to determine what our regional application should pursue. The group decided that the primary focus would be transportation projects (i.e. complete streets and expanding bike/ped facilities). The group is meeting again on July 24th to propose projects for consideration and discuss a prioritization criteria. Members of this committee are encouraged to attend to give input on project direction.

Proposed Action: For discussion only.

Maddie Jensen provided an overview. Sara Devlin iterated the importance of this group's involvement due to the chosen area for transportation for the grant application.

8) BACTS UPWP Budget

Staff will provide budgetary information regarding the 2024-2025 UPWP budget.

BACTS 2024-2025 UPWP
As of 05/31/2024

23 Total
4 Months into contract
19 Months left in contract

Task	Project	Total Allotted	Total Spent	In-Kind	Total Remaining	Contract to Date Trend			Forecasted Trend (Projected Figures)				
						Actual % Usage	Amount Should be as of 05/30	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining
FHWA													
1	Operation and Coordination	\$219,173	\$67,050	\$0	\$152,124	30.6%	\$38,117	-\$28,933	\$152,124	\$170,430	\$1,190	\$9,449	-\$28,945
2	Programming	\$45,800	\$4,700	\$0	\$41,100	10.3%	\$7,965	\$3,265	\$41,100	\$17,759	\$22,500	\$92	\$749
3	Data and Studies	\$188,500	\$42,460	\$0	\$146,040	22.5%	\$32,783	-\$9,678	\$146,040	\$108,984	\$5,027	\$8,762	\$23,267
4	Planning	\$453,600	\$6,977	\$0	\$446,623	1.5%	\$78,887	\$71,910	\$446,623	\$108,652	\$314,982	\$1,034	\$21,954
5	Unallocated	\$366,617	\$0	\$0	\$366,617	0.0%	\$63,759	\$63,759	\$366,617	\$0	\$0	\$0	\$366,617
Total FHWA		\$1,273,690	\$121,187	\$0	\$1,152,503	9.51%	\$221,511	\$100,324	\$1,152,503	\$405,824	\$343,700	\$19,338	\$383,641
FTA													
1	Operation and Coordination	\$79,500	\$6,861	\$1,372	\$71,267	8.6%	\$13,826	\$6,965	\$57,013	\$73,030	\$0	\$2,630	-\$18,646
2	Programming	\$9,900	\$707	\$141	\$9,051	7.1%	\$1,722	\$1,014	\$7,241	\$12,369	\$0	\$0	-\$5,128
3	Data and Studies	\$17,100	\$0	\$0	\$17,100	0.0%	\$2,974	\$2,974	\$13,680	\$16,478	\$0	\$250	-\$3,048
4	Planning	\$161,062	\$96	\$19	\$160,946	0.1%	\$28,011	\$27,914	\$128,757	\$86,579	\$165,000	\$2,499	-\$125,321
Total FTA		\$267,562	\$7,665	\$1,533	\$258,364	2.86%	\$46,533	\$38,867	\$206,691	\$188,456	\$165,000	\$5,379	-\$152,144
Total		\$1,541,253	\$128,853	\$1,533	\$1,410,867	8.36%	\$268,044	\$139,191	\$1,359,194	\$594,280	\$508,700	\$24,717	\$231,498

*Anticipated transfer to FTA for Transit Studies

The following are provided are DRAFT figures at this time for budgetary consideration only. Please note in this budget the consultant figure for Task 5 - Unallocated, has been changed to \$0 to more appropriately reflect the total amount remaining in the budget cycle available for allocation.

Sara Devlin provided an overview. FTA allocation has been provided, and will be updated accordingly once contract modification is completed. No additional questions from members at this time.

9) Transit Updates

Laurie Linscott provided an update. Working through scoring RFP for the bus barn this afternoon, expected to award shortly. Finishing up year end. Ridership numbers are finalized and over 1/2 a million! Working on technology project and bus stop project. Looking to hire additional drivers. Received three trolleys from southern Maine, arriving shortly, if you'd like a trolley for an event please contact Laurie.

10) Project Updates

Jeremy Caron provided an update on Brewer projects

- South Main - finishing up

Victor Smith and Jon Clements provided an update on Hampden projects

- Expect MPI to start in August
- Paving projects starting - including 1A

Aaron Huotari provided an update on Bangor projects

- Ohio Street underway - expected to complete in mid August
- Paving projects underway - including sidewalk paving
- Pickering square project starting
- Engineering provided an update on ongoing work as well

- Hammond and Central Sidewalk bids being opened soon
- Various other ped improvements ongoing
- BACTS is reaching out regarding signal questions and will coordinate with Bangor Staff

11) MaineDOT Report

Claire Winter provided an update, Complete Streets policy has been internally adopted, should be publicly announced soon. Local Cost share policy is in process of being revised, should be released also in coming months. Lisa Sekulich, unable to attend the meeting, let Sara Devlin know updates on capital projects are underway and to share this information with the group.

12) Other Business

Linda Johns thanks BACTS Staff and Bicycle Coalition of Maine for the ebike ride last Friday.

13) Upcoming Meetings

Transit Committee - October 10th, 2024 at 2PM - via Zoom

BACTS Summer Outing - August 8th, 2024 4PM-6PM at Orono Brewing Company in Orono!

Please RSVP no later than July 23rd!

Paige will be reaching out to schedule PC meetings through the year end.

The meeting was called to adjourn by Linda Johns, seconded by Aaron Huotari unanimous approval. Meeting was ended at 2:15PM.



Attachment B
BACTS Monthly Report
September 2024

Traffic Incident Management (TIM) - BACTS continues to work with MaineDOT on implementing the recommendations from the statewide TIMS strategic plan. Recent TIMs meetings include Rural Penobscot, Hancock and Penobscot groups. The Augusta and Aroostook groups will meet in October. Training in Penobscot will occur in early October.

Safe Streets for All Grant - Staff and VHB had a kickoff meeting in late August and are working on creating stakeholder lists and collecting crash data. Steering Committee creation is upcoming.

VPIs - Staff attended an Orono council committee meeting which discussed the current VPI project. Brewer VPI is holding its first public meeting on September 19th and will be doing stakeholder roundtables this month.

Collector Paving, Capital, and Planning Project Identification - Sewall is almost finished with the fieldwork for expanding the Better Roads database to cover all of the expanded BACTS Region collector roads and performing a similar scoring of the arterials and sidewalks.

Corridor Scoring - Staff is researching streetlight data to be incorporated into corridor scoring and creating methodology for future corridor scoring updates.

Electronic Speed Feedback Signs - MaineDOT is developing a list of locations for Electronic Speed Feedback Signs for Region 4. If there are any locations on MaineDOT roads you would like to request a sign, please email BACTS staff.

Rural Contract - Staff plans to meet with public works of Penobscot Indian Island to discuss the potential to work together on future projects. Staff has plans to meet with the town of Millinocket to discuss the next steps of a potential VPI.

Culvert Inventory Data Request - Staff met with various municipal staff members to discuss locations of road crossing culverts.

ADA Transition Plan Training - Staff attended an ADA Title II training session which discussed key accessibility standards and when facilities must be brought up to current standards. The training emphasized the importance of transition plans, which must ensure no exclusion or discrimination in programs, services, and activities. Staff has extensive notes and can share with members upon request.

Meetings and Conferences

- MaineDOT Coordination Meetings
- SS4A Community of Practice webinars
- Crash Responder Safety Week All State Meeting
- Talking TIMs Webinar
- ADA Basics Virtual Class
- MPO Paving Data Meeting
- PTAC Meeting, State of Transit Subcommittee, Steering Subcommittee
- PCA EPA Grant Working Group
- MTA Communications Subcommittee
- Tandem Mobility Check-in

- Bangor VPI Recommendations Meeting
- BBOE Committee
- MTA Member Meeting
- Orono Town Council Meeting
- Pre-scoping meeting Brewer
- BACTS Executive Committee
- Stillwater Signals Meeting
- FHWA TAMP Guide Workshop



Public Participation Plan

September 2024

Approved by the BACTS Policy Committee - September 2024



The preparation of this document has been funded in part by the U.S. Department of Transportation (USDOT), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA). The contents of this document do not necessarily state or reflect the official views or policies of the funding agencies.

Non-Discrimination Policy Statement

The Bangor Area Comprehensive Transportation System (BACTS), as a recipient of Federal financial assistance and under Title VI of the Civil Rights Act of 1964 and related statutes and regulations, is committed to ensuring that no person shall, on the grounds of race, color, national origin, gender, age, disability, income, or limited English proficiency, be excluded from participation in, be denied the benefit of, or otherwise be subjected to discrimination under any program or activity conducted by BACTS, regardless of whether programs and activities are federally funded or not.

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Purpose of the Public Participation Plan

The Bangor Area Comprehensive Transportation System (BACTS) metropolitan planning area is a relatively small but growing region, a single transportation project can impact community well-being, economic opportunities, and access to goods and services. Every project in the region should seek to understand these potential effects on the public. Engaging the public is critical because individuals who use the transportation system know best the impact on their lives and communities. BACTS seeks participation from residents, agency partners, business owners, and civic organizations, including but not limited to minorities, low-income individuals, the elderly and disabled, and those with limited English proficiency. Early and targeted incorporation of these groups in plan or project development will be key to effective and inclusive public processes in the BACTS region. This Public Participation Plan aims to lay out a path to inform and engage the public about transportation issues in the BACTS region. This plan recognizes that successful planning processes allow and encourage meaningful public input while following applicable federal and state regulations / standards (23 CFR 450.316 and State of Maine procedures for various programs mentioned throughout this document).

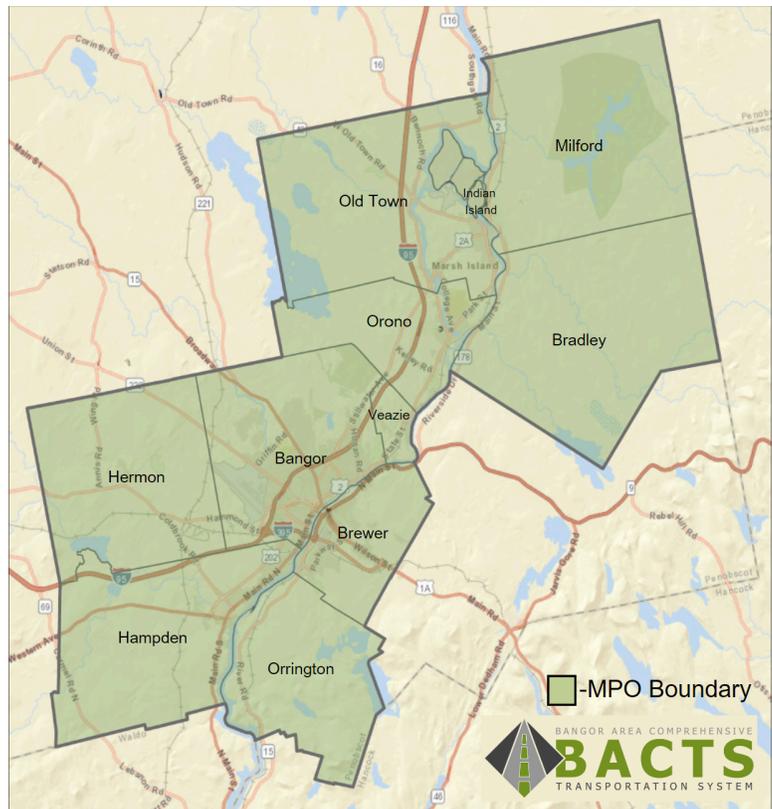
Metropolitan Planning Area

BACTS metropolitan planning area includes Bangor, Bradley, Brewer, Hampden, Hermon, Milford, Old Town, Orono, Orrington, Veazie and Penobscot Indian Island. The BACTS region has a population of nearly 85,000. There is one fixed route transit operator in the greater Bangor Urbanized Area (UZA), the Community Connector. The Community Connector serves the municipalities of Bangor, Brewer, Hampden, Veazie, Orono, Old Town, and the University of Maine.

What is BACTS

BACTS is a Metropolitan Planning Organization (MPO) designated by the federal and state government to carry out a comprehensive, continuing, and cooperative transportation planning process for urbanized areas (as defined by the U.S. Bureau of the Census).

BACTS is focused on improving transportation services in the Greater Bangor area. BACTS pursues this aim by evaluating and programming transportation improvement projects throughout the region. Another major function of BACTS is to facilitate communication between stakeholders, such as its own member communities, the regional transit agency, and state and federal transportation agencies



As is the case with most MPOs, BACTS does not own or operate the transportation system it serves and, therefore, is not involved in implementing the transportation project priorities established. Rather, BACTS serves an overall coordination and consensus-building role in planning and programming funds for projects and operations. BACTS involves local transportation providers in the planning process by including transit agencies, State and local highway departments, airport authorities, maritime operators, rail-freight operators, private providers of public transportation, and others with an interest in the transportation system within the greater Bangor UZA.

Membership and Governance

BACTS membership is limited to those municipalities, tribes, and the Maine Department of Transportation (MaineDOT), within the greater Bangor Federal UZA as defined by the most recent United States Decennial Census and MaineDOT.

BACTS is governed by a Policy Committee. Each member municipality and tribe have the right to appoint one voting member for every three thousand (3,000) people in their urbanized area to the Policy Committee, with a minimum of one member and a maximum of four (4) members per municipality or tribe. MaineDOT also has the right to appoint one (1) voting member. Additionally, FHWA and FTA each have one (1) non-voting seat on the Policy Committee.

Voting Members per Bylaws*

Bangor - 4 Bradley - 1 Brewer - 3 Hampden - 2 Hermon - 2 Milford - 1
Old Town - 2 Orono - 3 Orrington - 1 Penobscot Nation - 1 Veazie - 1

**A Voting Member may vote in proxy of any absent Member representing their Municipality.*

Committees

Executive Committee - The Executive Committee sets the overall strategic direction for BACTS. Duties include proposing amendments to bylaws; approving policies and procedures; and reviewing/renewing the Executive Director's contract and performing their annual performance evaluation.

Policy Committee - The Policy Committee is the governing body of the MPO. Duties include establishing subcommittees and working groups; hiring/firing of the Executive Director; setting strategic direction for the regional long-range plan and UPWP; endorsing the programming of the annual federal funding allocation; adopting the annual TIP; establishing/amending bylaws; and approving/directing the Executive Director to sign and enter contracts on behalf of BACTS.

Transit Committee - The Transit Committee provides input on overall strategic direction for Community Connector, the fixed route transit service in the greater Bangor UZA. Duties include providing input on the Community Connector capital plan, assisting with the annual budget development, and providing input on all transit planning efforts and studies.

Committee Meetings

All committee meetings are open to the public. Notifications, cancellations, and any special announcements for regular meetings conducted by BACTS are posted on the BACTS website and Facebook page. Meeting notices, agendas, and materials are provided to all members of the Committee at least seven (7) calendar days prior to a scheduled meeting. Meeting notices and agendas for committee meetings are posted to the BACTS website at least seven (7) calendar days prior to a scheduled meeting. Meeting minutes are available on the BACTS website after committee approval.

There is opportunity for public input at each BACTS committee meeting during the standing public comment agenda item. Public input is limited to five minutes per person. The Committee Chair has the discretion to allow additional time for public input or limit public comments when they determine comments are redundant.

Meeting Accessibility

The transportation needs and opinions of all persons shall be included in the transportation planning process. The planning process will be made accessible by ensuring that all public meetings are held at convenient and accessible locations and times. When possible, public meetings shall be held at facilities accessible by public transit. Meetings shall also be offered virtually and/or by telephone when

possible. Individuals needing special accommodations to participate in meetings or individuals with limited English proficiency should contact BACTS staff at Office Phone Number: (207) 974-3111, Office Email Address: info@bactsmmpo.org, or TTY Number - Dial 711 or 1-800-833-6388, at least three (3) business days prior to the scheduled meeting in order to make arrangements to accommodate their needs.

BACTS Plans and Programs

BACTS' primary responsibility as an MPO is to establish a setting for effective decision making in the metropolitan area and develop regional planning products. This includes the Unified Planning Work Program (UPWP), long-range Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Title VI Plan, and Public Participation Plan (PPP).

Unified Planning Work Program (UPWP)

The UPWP lists the transportation studies and tasks that BACTS staff and member agencies will perform to support the metropolitan transportation planning process. The UPWP identifies the funding source for each project, the schedule of activities, and the agency or agencies responsible for each task or study.

The UPWP covers a two-year period and typically includes the following elements:

- Planning data and analysis tasks, such as data collection and trends monitoring, and studies of a variety of demographic, development, transportation, and environmental factors.
- Public outreach activities conducted in accordance with the Public Participation Plan, including collaborative development and periodic evaluation of its effectiveness.
- Preparing the MTP and TIP, including supporting studies and products that will result from these activities.

See Appendix A for relevant public comment period requirements. All relevant comments or changes will be compiled, reviewed/approved by the Policy Committee, and documented, as applicable.

Metropolitan Transportation Plan (MTP)

The MTP covers a 20-year horizon and must be updated at least every five (5) years. The MTP serves as the region's comprehensive plan for transportation investment to support the safe and efficient movement of people and goods. Federal law requires that the MTP "...include both long-range and short-range strategies/actions that provide for the development of an integrated intermodal transportation system... to facilitate the efficient movement of people and goods in addressing current and future transportation demand."

The MTP is prepared through active engagement with the public and stakeholders using an approach that considers how roadways, transit, nonmotorized transportation, and intermodal connections are able to improve the operational performance of the multimodal transportation system. Developing and updating the MTP can take several months, if not longer. Throughout the long-range planning process, the public will be engaged at key stages of development. Once the revised MTP is in final draft form, a comment period of thirty (30) calendar days will be provided for public review. If the final MTP differs significantly from the version that was made available for public comment, a second public comment period of at least ten (10) calendar days will be held before final approval by the BACTS Policy Committee.

See Appendix A for relevant public comment period requirements. All relevant comments or changes will be compiled, reviewed/approved by the Policy Committee, and documented, as applicable.

Transportation Improvement Program (TIP)

The TIP identifies transportation projects and strategies covering a four-year timeframe and is updated every year. All projects receiving funding by the FHWA and FTA must be listed in an approved Statewide Transportation Improvement Program (STIP) before they are eligible for federal expenditures. These projects reflect the investment priorities detailed in the MTP.



The TIP lists the immediate program of investments that, once implemented, will go toward achieving the performance targets established by the MPO and documented in the MTP. The TIP is the region's means of allocating its transportation resources among the various capital, management, and operating investment needs of the area, based on a clear set of short-term transportation priorities prepared through a performance-driven process.

The City of Bangor, as a direct recipient of FTA Section 53 federal funds and fixed route urban public transit provider in the greater Bangor UZA, uses the BACTS TIP public involvement process to satisfy their program of projects (POP) public involvement requirements.

See Appendix A for relevant public comment period requirements. All relevant comments or changes will be compiled, reviewed/approved by the Policy Committee, and documented, as applicable.

Title VI Plan

BACTS is committed to ensuring that the fundamental principles of equal opportunity are upheld in all decisions and ensuring that the public-at-large is afforded access to our programs and services. To that end, no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any BACTS program or activity on the grounds of race, color, and national origin. BACTS assures all of its programs and activities will be free from discrimination, whether those programs and activities are federally funded or not.

BACTS will ensure all individuals have meaningful access to programs and activities by seeking full representation from the community, considering public comments and feedback, and incorporating that feedback into final deliverables when possible. As part of that process, BACTS will provide reasonable accommodations for persons with disabilities and/or limited English proficiency. Auxiliary aids and/or sign language interpretation services will be provided upon advanced notice.

For individuals who speak English less than well, BACTS uses a language card, and LanguageLine Solutions to provide free over-the-phone translation services at public meetings. Individuals needing accommodations to participate in meetings should contact BACTS staff at: BACTS Office Phone Number - (207) 974-3111, Office Email Address - info@bactsmmpo.org, or TTY Number - Dial 711 or

1-800-833-6388 at least three (3) business days prior to the scheduled meeting in order to make arrangements to accommodate their needs.

The BACTS Title VI Plan is reviewed and updated annually and submitted to MaineDOT by October 1st of each year. BACTS is also required to submit an annual report of Title VI related accomplishments and goals to MaineDOT annually. The Plan is available to the public on the BACTS website and at the BACTS office.

Inquiries concerning BACTS' policies, investigations, complaints, compliance with applicable laws, regulations, and concerns regarding compliance with Title VI, may be directed to the Title VI Coordinator:

Paige Nadeau, Office Manager
Bangor Area Comprehensive Transportation System
12 Acme Road, Suite 204, Brewer, ME 04412
(207) 974-3111
info@bactsmmpo.org
TTY Number - Dial 711 or 1-800-833-6388



Public Participation Plan (PPP)

This Public Participation Plan (PPP) is designed to provide all interested parties, including the public, local organizations, local public agencies, and planning partners, with information on how BACTS engages the public in the transportation planning and programming processes.

BACTS will review this PPP and the procedures and strategies used to solicit public participation and feedback and ensure a full and open participation process at least once every three years. A Notice of Public Comment will be posted on the BACTS website and sent to the list of *Interested and Affected Parties* when the PPP is revised. A period of at least 45 calendar days will be provided during which comments may be submitted to BACTS for consideration. BACTS will make available the proposed Plan with a brief description of significant changes on the BACTS website and at the BACTS office.

BACTS Staff will compile all relevant public comments, or a summary of similar comments, for consideration and response (if warranted) by the BACTS Policy Committee. BACTS will prepare the final PPP after carefully considering all of the comments and input received from the public process.

All relevant written or oral public comments received on the draft Plan, with Policy Committee response, will be included in the final Plan. Copies of the approved PPP will be provided to FHWA and FTA for informational purposes and be posted on the BACTS website.

Metropolitan Transportation Planning Key Product Update Schedule

Plan / Program	Time Horizon	Contents	Update Frequency
UPWP	2 Years	Planning Activities and Studies	Biennially
TIP	4 Years	FHWA and FTA Funded Projects	Annually
MTP	20 Years	Future Goals, Strategies, and Products	5 Years
PPP	NA	Opportunities for Involvement in the Metropolitan Transportation Planning Process	3 Years
Title VI	NA	Methods of Considering Impacts to Protected Groups	Annually

Public Involvement Procedures

Public Outreach Strategies

Public outreach is essential to the planning and transportation programming process. A variety of techniques and tools should be used to ensure transparency and increase opportunities for the public to participate. BACTS regularly tracks key demographic information so we have an accurate picture of our region’s makeup. This information not only informs our outreach strategy when scoping a new plan but it is also a helpful checkpoint during the planning process to inform whether we are reaching all target groups. We adapt our outreach strategy throughout the plan development to respond to any identified participation gaps.

Annual List of Obligated Projects

In order to give the public an accurate understanding of how federal funds are being spent, MPOs must produce an annual listing of projects in the region for which federal funds have been obligated. These listings must be posted via publicly accessible means within 90 calendar days of September 30th, the end of the federal fiscal year. For each project the following information will be provided:

- The amount of federal funds requested in the TIP
- The type of work done
- The beginning and end points of the project
- The project length, in miles
- The federal funding that was obligated during the previous year
- The federal funding remaining and available for subsequent years

Visit the BACTS website for the most current list of Obligated Projects (find under Transportation Improvement Plan section): <https://bactsmpo.org/current-programs/>

Interested And Affected Parties Distribution List

In order to promote active, informed public participation in the transportation planning process, a broad range of organizations and individuals are included in the *Interested and Affected Parties* list. Any agency or individual can request to be added to the distribution list by contacting BACTS staff at Office Email Address - info@bactsmpo.org, BACTS Office Phone Number - (207) 974-3111, or TTY Number - Dial 711 or 1-800-833-6388 .

Outreach Methods

BACTS solicits stakeholder feedback in a variety of ways throughout the development of MPO programs and projects. Depending on information needs and the stakeholder group(s) being targeted, a variety of methods are employed such as surveys, presentations, webinars, public meetings, public workshops, steering committees/advisory boards, and other community outreach events. Public notices will be posted widely in ways (such as social media, news outlets, website, flyer, etc.) and places (town halls, libraries, post offices, etc.) frequently visited by the public to ensure equal opportunity for engagement. Staff may also determine whether a virtual, in-person, or hybrid format best suits the information needs of the outreach and best aids accessibility of the target audience.

Website

The BACTS website, www.bactsmmpo.org, is the primary means by which BACTS makes information available to the public. Interested parties may be directed to the site using traditional media, social media, emails and other forms of notification. The website provides public access to a variety of documents, containing both policy and technical information used in the transportation decision-making process. The *Events* section of the website <https://bactsmmpo.org/events/> lists all meetings and current public participation and comment opportunities.



Social Media

Social media has become an essential way to reach individuals. BACTS uses social media to share ideas and information on a variety of transportation-related topics, post meeting announcements, and inform the public about activities related to the metropolitan transportation planning process and public participation activities. Although BACTS will read and consider all comments made on social media platforms, only comments that are submitted in accordance with requirements described in the formal Notice of Public Comment will be part of the official public comment record for a product that is out for public review and comment.



Facebook - <https://www.facebook.com/BangorAreaComprehensiveTransportationSystem>



Instagram - <https://www.instagram.com/bactsmmpo/>

Scheduling And Notice Procedures

See Appendix A - “*Chart of Comment Periods and Minimum Notice*”

Access to Information

All documents for public review and comment will be posted on the BACTS website. There is a translation feature available on the BACTS website for a variety of languages, if an individual’s language is not available, this individual is encouraged to contact BACTS staff at BACTS Office Phone Number - (207) 974-3111, Office Email Address - info@bactsmmpo.org, or utilizing the TTY Number - Dial 711 or 1-800-833-6388 for additional assistance.

BACTS staff will make printed materials available to the public upon request. When appropriate, a fee may be collected for copies of publications. The fee will cover the cost of production and, if applicable, the cost of mailing the materials. All such materials are available for viewing at the BACTS office at no cost.

Goals and Performance Measures

Effective public participation is essential to the successful implementation of any planning program or project. Without the involvement of local citizens, it is difficult to design a program that effectively meets the needs of the public. A proactive public involvement process leads to a transportation system that reflects the needs and values of the community. To that end, BACTS actively seeks to incorporate the involvement of the public in its planning efforts.

Public participation efforts are intended to include and afford individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, etc.), representatives of affected users, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

To assess the effectiveness of BACTS' public involvement activities, the following strategies, performance measures, and evaluation criteria shall be used:

Strategy	Performance Measure	Evaluation Criteria	Method to Meet Goal
Interested and Affected Parties Distribution List	Keep database current	Number of returned items	Immediate corrections when items returned
BACTS Website	Increase number of unique website visitors	Number of hits	Use other tools to increase awareness of website
Meeting and Public Hearing Advertisements	Advertise all required meetings and public hearings 7 days in advance	All required meetings and public hearings are advertised 7 days in advance	Ensure system is in place to advertise appropriately
Translation and Interpretive Services	Satisfy all requests	Number of made and filled requests	Advance notice of meetings; opportunity for translation service is prominent and clear on all notices
Social Media	Maintain and post content regularly	Calls, messages, number of followers	Provide information, announcements, access to surveys, and meeting information; maintain and monitor account
Comment Forms; Surveys; Questionnaires	50% of meeting attendees complete; OR 25% of mail/email recipients complete	Number of responses received; number of persons reached	Encourage response, explain importance of receiving feedback to improve planning process
Public Forums, Meetings, Hearings, Workshops, Project Meetings	Attendance reflects public interest; progress is able to be made using input from affected parties	Attendance, emails, letters, etc.	Schedule at convenient times and locations; hold multiple workshops to allow for options; use tools to increase awareness

Appendix A - Comment Periods and Minimum Public Notice

The following table clarifies the required notice for meetings or public hearings for each of BACTS planning activities. All notices of public meetings and public hearings will be posted to the BACTS website.

Plan or Program	Minimum Public Comment Period	Notes
New or Updated PPP	45 Days	<i>Plan reviewed every three years, or as deemed necessary through the planning process.</i>
New UPWP	10 Days	<i>Prior to UPWP development, odd numbered years</i>
New or updated MTP Draft	30 Days	<i>Comment period is 30 days from notice of public hearing, and at least 10 days from date of the first public hearing</i>
Final MTP	*10 days	<i>*Only if the Final Plan contains substantive changes from the draft made available for public comment, or raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts</i>
MTP Amendment	10 Days	
New TIP	10 Days	
TIP Amendment	10 Days	
TIP Project Rating Criteria	10 Days	<i>Only for substantive changes to rating criteria</i>
Other Transportation Studies or Plans	TBD	<i>At the discretion of the BACTS Policy Committee</i>

Meetings	Dates	Notice of Meeting	Notes
Policy Committee	At least once each quarter. Usually the third Tuesday of the Month.	Seven (7) calendar days prior to scheduled meeting	<i>Meetings may be held more often or at different dates and times as deemed appropriate by the Committee Chair.</i>
Executive Committee	At least once each quarter.	Seven (7) calendar days prior to scheduled meeting	<i>Meetings may be held more often or at different dates and times as deemed appropriate by the Committee Chair.</i>
Transit Committee	At least once each quarter. Usually on the second Wednesday of the month.	Seven (7) calendar days prior to scheduled meeting	<i>Meetings may be held more often or at different dates and times as deemed appropriate by the Committee Chair.</i>
Public Hearing		Ten (10) calendar days prior to scheduled meeting	
<p><i>Meetings shall be open to the public in accordance with applicable law; provided however, that the Board shall have the power to go into executive session and exclude the public when authorized under applicable law. There is opportunity for public input at each BACTS committee meeting during the standing public comment agenda item. Public input is limited to five minutes per person. The Committee Chair has the discretion to allow additional time for public input or limit public comments when they determine comments are redundant.</i></p>			

Appendix B - Public Comments Received During Public Comment Period and Responses

No public comments received during the public comment period.



General Consultant Agreement
Task Order Assignment Policy

Prepared by:
Bangor Area Comprehensive Transportation System

Final August 2024

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Background

BACTS Staff coordinated with the three other MPO's in the State and the MaineDOT to create a prequalified consultant listing in 7 Service Areas: Multimodal Transportation Planning, Active Transportation and Safety, Public Transit Planning, Traffic, Parking and TDM, Design, Land Use and Environment, Communication and Community Engagement, Economic Development and Financial Analysis. There were 182 proposals submitted across all 7 Service Areas. All firms that submitted proposals were established on the MPO's Prequalified Consultant List (Appendix A). MPO's can now assign task orders to firms on the prequalification for projects under \$250,000. BACTS has entered into General Consulting Agreements (GCA's) with the top scoring firms in the four service areas, General Multi Modal Planning, Active Transportation and Safety, Public Transit Planning, and Traffic, Parking, and Travel Demand. BACTS can now assign task orders to GCA firms for projects between \$250,000 and \$1,000,000

These agreements will not exceed \$5,000,000 in a five year period. This figure will be tracked internally by BACTS Staff. These agreements will also not inhibit BACTS from being able to post RFP's and engage in a normal qualification based selection process, if desired.

Purpose

The purpose of this task order selection process is to develop a consistent and equitable evaluation process that can be used to select a consultant to perform a task order under their GCA.

Scope of Work Development

BACTS Staff will be responsible for the review and selection of issuance of a task order to a GCA consultant.

BACTS Staff will develop a clear Scope of Work (SOW) for the task order which will include, but is not limited to:

- 1) Description of the type of work.
- 2) The location and duration of work (including any milestones as applicable).
- 3) Identify the potential number of phases of work to be undertaken. The scope must also state whether there is a potential for the successful Consultant to be awarded future phases of the project.
- 4) A list of the desired deliverables, (which may include plans & specifications, reports, studies, etc.); for the appropriate project level, using MaineDOT's policies, standard specifications, details, and related design manuals.
- 5) An estimated number of public meetings to be facilitated, etc.
- 6) A list of the services needed along with the pre-qualification criteria related to the contract. This information will be the basis for evaluating the personnel that the Consultant plans on utilizing during the contract period.

Task Order Budgets

Task Orders budgets are approved as part of the Unified Planning Work Program (UPWP) biennial approval process. The UPWP is developed using prioritized planning projects from BACTS members. The budget for individual tasks is outlined in each UPWP and approved by the BACTS Policy Committee on a biennial basis. Any changes to proposed UPWP budgets are approved by the BACTS Policy Committee.

BACTS Staff, with the assistance of BACTS Members (when deemed appropriate), will develop task order budgets for specific projects. These budgets will not exceed the figure as outlined in the UPWP (process denoted above).

The independent estimate is an estimate of the work to be performed by the consultant to be hired, and is intended to be used to determine that the Consultant's price is fair and reasonable for the work to be performed. The estimate is also intended to be used as a negotiating tool. The estimate is developed once the scope of work has been clearly defined. The estimate will typically be generated by BACTS' Project Manager, but BACTS Staff may reach out to BACTS Members for input, when deemed necessary.

Consultants who are potential candidates for the work can not be asked to develop or assist in the development of the estimate. The estimate should be based on historical data and shall reflect the probable cost, including an estimate of the number of work hours, and any additional direct expenses that are anticipated to be incurred. A methodical approach should be used to determine and document a reasonable cost for the anticipated work.

BACTS GCA Task Order Selection Process

Qualifications should be taken in consideration when selecting a Consultant from the list of GCA firms. The following is the scoring criteria for BACTS Staff to prioritize consultants with GCA's for selection for specific task orders:

Scoring Criteria	Maximum Points
Key Personnel	15
Quality Assurance / Quality Control of Work	25
Ability to Perform Work within Proposed Schedule	20
Distance From Project	5
Cost Control Methods	15
Past Experience with BACTS Projects (Can also be Past Member or other MPO Experience)	20
Maximum Score	100

BACTS Staff will complete the Task Order Scoring Sheet (Appendix B) using the GCA and historical knowledge of the selected Consultant. If more than one firm is deemed qualified for a particular project, BACTS staff will request proposals from each firm.

Prior to BACTS initiating contact with the selected Consultant(s), the Executive Director will provide the Executive Committee with a three business day notice via email of the selected Consultant(s) for the specified task order.

After the three day notice period, BACTS Staff will initiate the Consultant selection process.

Selection of Consultant

BACTS Staff will forward the SOW, in writing, to the selected Consultant(s) and solicit a technical and cost proposal. The request should be accompanied by any other documentation or paperwork deemed appropriate, if applicable. If the Consultant rejects the request then BACTS Staff may select another Consultant using the criteria above.

BACTS Staff will then review the Consultant's technical proposal and ensure it is consistent with the SOW and of "reasonable" cost. If more than one Consultant is invited to submit a technical scope and cost proposal, BACTS staff (and members when appropriate) will use the scoring criteria outlined above to select a firm. BACTS Staff may then enter into detailed negotiations, denoted later in this section.

BACTS Staff will review the Consultant's technical proposal for accuracy in relation to the SOW and original estimate. The review should include:

- 1) Ensuring the proposal addresses all the requirements of the scope of work, as well as the Consultant's responsibilities.
- 2) Verifying that the proposal is consistent with BACTS proposed target dates and milestones to ensure that the work is completed in a timely manner.
- 3) Ensure that the proposed Consultant cost breakdown is "reasonable" in relation to the specific items of work. (e.g. Number of team meetings, estimated person hours to complete a task, etc.).
- 4) The proposed DBE utilization, as applicable, is completed and submitted as part of the proposal.
- 5) If the proposal does not meet the needs of the task order, the BACTS Staff shall contact the Consultant and inform them of the same. It shall be determined by BACTS Staff where the discrepancies are; (e.g. with the Consultant's methods/detailed plan for addressing BACTS' scope of work, the cost estimate, the work-hour estimate or the schedule or any combination of those items.) After discussing and clarifying any discrepancies, the Consultant can revise and resubmit their proposal, within two weeks. In some cases, BACTS independent estimate may need to be revised especially if an item of work was not realized in the original SOW. Actual negotiated cost will be determined and based upon the revised proposal and/or cost estimate.

Appendix A - MPO's Prequalified Consultant List

Appendix A - MPO's Prequalified Consultant List



Prequalified Firms List

Service Area 1

Multimodal Transportation Planning

AECOM
Barton & Loguidice
BETA Group
Bowman
BSC Group
Cambridge Systematics
DuBois & King
EBP
Fuss & O'Neill
Gorrill Palmer
Hatch with StudioVerde and Karp Strategies
HDR* with TrAnalytics
Kimley Horn
Kittleson & Associates
Kleinfelder
KPFF
Michael Baker
Nelson Nygaard* with ASG Planning, HSH, and Neighborways
North Star Planning
RSG
Sebago
Sewall
SLR
Stantec*
Street Plans
Toole Design*
TY Lin
Urban Design 4 Health with Apriqot
VHB*
Viva
Walker Consultants
WSP*

* - indicates firm was ranked in the 80th+ percentile and will be invited to sign a GCA with GPCOG.



Prequalified Firms List

Service Area 2

Active Transportation & Safety

AECOM with FHI Studio
Barton & Loguidice
BETA Group
Bowman
BSC Group
Cambridge Systematics
DuBois & King
Fuss & O'Neill
Gorrill Palmer with LJB
HDR with TrAnalytics
Kimley Horn
Kittleson & Associates
Kleinfelder
Michael Baker
Nelson Nygaard* with HSH and Neighborways
Sebago
Sewall
SLR
Stantec*
Street Plans*
Toole Design*
TY Lin
VHB*
Viva
Wright-Pierce
WSP

* - indicates firm was ranked in the 80th+ percentile and will be invited to sign a GCA with GPCOG.



Prequalified Firms List

Service Area 3

Public Transit Planning

AECOM with FHI Studio
Bowman
Cambridge Systematics
Foursquare ITP*
Hatch with StudioVerde and Karp Strategies
HDR with TrAnalytics and Foursquare ITP
Innovate Mobility
Jarrett Walker*
Kittleson & Associates
KPFF
Michael Baker
Nelson Nygaard* with ASG Planning, HSH, and Four Nines
Stantec*
Steadman Hill Consulting with Schweiger, Monahan Mobility, RouteSprout, Aplomb, Stephen Falbel, and Rachel O'Reilly
The Wathen Group
Toole Design
TY Lin
VHB
WSP

* - indicates firm was ranked in the 80th+ percentile and will be invited to sign a GCA with GPCOG.



Prequalified Firms List

Service Area 4

Traffic, Parking & Travel Demand

AECOM
Barton & Loguidice
BETA Group
Bowman*
BSC Group
Cambridge Systematics
DuBois & King <i>with WCG</i>
Fuss & O'Neill
Gorrill Palmer <i>with LJB</i>
HDR <i>with TrAnalytics</i>
John Turner Consulting
Kimley Horn*
Kittleson & Associates
Michael Baker
Nelson Nygaard
RSG
Sebago
Sewall
SLR*
Stantec
Toole Design <i>with Smart Mobility</i>
TY Lin*
VHB*
Viva
Walker Consultants
WSP

* - indicates firm was ranked in the 80th+ percentile and will be invited to sign a GCA with GPCOG.



Prequalified Firms List

Service Area 5

Design, Land Use & Environment

Acorn Engineering
AECOM
Barton & Loguidice*
BerryDunn
BETA Group
Bowman
BSC Group
Cambridge Systematics
DuBois & King
FB Environmental
FHI Studio
Fuss & O'Neill
<i>Hatch with StudioVerde and Karp Strategies</i>
<i>HDR with RND</i>
Kittleson & Associates
Kleinfelder
Michael Baker
Nelson Nygaard* with Utile, RKG, and HSH
North Star Planning
RSG
Sebago
SLR*
Stantec*
Street Plans*
Terry Guen Design
Toole Design
TY Lin
<i>Urban Design 4 Health with Apriqot</i>
VHB
VIEWSHED*
Woods Hole Group
Wright-Pierce
WSP

* - indicates firm was ranked in the 80th+ percentile and will be invited to sign a GCA with GPCOG.



Prequalified Firms List

Service Area 6

Communications & Community Engagement

19 Oaks
Acorn Engineering
AECOM
Barton & Loguidice
BerryDunn
BETA Group
BSC Group
DuBois & King
FB Environmental
FHI Studio*
Fourth Economy Consulting
Fuss & O'Neill
HDR*
John Turner Consulting
Karp Strategies <i>with CBI and Karl Seidman</i>
Kleinfelder
Nelson Nygaard* with ASG Planning, Neighborways, HSH, and Zoe Miller Strategies
North Star Planning
Rinck Advertising
SLR
Stantec
Toole Design
TY Lin*
VHB
VIEWSHED
Woods Hole Group
Wright-Pierce
WSP*

* - indicates firm was ranked in the 80th+ percentile and will be invited to sign a GCA with GPCOG.



Prequalified Firms List

Service Area 7

Economic & Financial Analysis

AECOM*
BerryDunn
Cambridge Systematics*
Camoin Associates*
EBP*
Fourth Economy Consulting
Hatch
HDR <i>with RND</i>
John Turner Consulting
Karp Strategies <i>with CBI and Karl Seidman</i>
Nelson Nygaard
RSG
Sewall
SLR
Stantec
TY Lin
Walker Consultants
WSP

* - indicates firm was ranked in the 80th+ percentile and will be invited to sign a GCA with GPCOG.

Appendix B - Task Order Scoring Sheet



Task Order Scoring Sheet

Firm to be Considered

Date

Staff Completing Form (Including Organization/Municipality)

Task Order Information

Summary of Task Order

Anticipated Budget (Including Funding, if not solely UPWP)

Anticipated Schedule

Notes Regarding Firm Selection Process

Scoring Criteria	Maximum Points	Points Awarded
Key Personnel	15	
Quality Assurance / Quality Control of Work	25	
Ability to Perform Work within Proposed Schedule	20	
Distance From Project	5	
Cost Control Methods	15	
Past Experience with BACTS Projects (Can also be Past Member or other MPO Experience)	20	
Maximum Score	100	

Additional Notes