

# CITY OF HIGH POINT

## AGENDA ITEM



**Title:** Recommendation of Alta Planning & Design to develop a Regional Bicycle Plan for the High Point Metropolitan Planning Organization

**From:** Mark McDonald, Transportation Director

**Meeting Date:** January 16, 2018

**Public Hearing:** No

**Advertising Date:** NA

**Advertised By:** NA

**Attachments:** Recommendation

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### **PURPOSE:**

The High Point Metropolitan Planning Organization (HPMPO) is seeking professional consulting services to assist in the development of a regional bicycle plan for the (HPMPO).

### **BACKGROUND:**

The City of High Point is the lead agency for the HPMPO, and is responsible for the management of State and Federal funding used for the benefit of other member agencies. As such, Council must approve this selection. The City of High Point on behalf of the HPMPO invited Statement of Qualifications (SOQs) and information from qualified firms to provide professional consulting services for the development of a Regional Bicycle Plan. Alta Planning & Design was the only firm to respond to the request.

### **BUDGET IMPACT:**

The HPMPO has budgeted for this project in the 2017/2018 budget and the 2018/2019 budget. The HPMPO budget is part of the High Point Department of Transportation's approved FY2017-2018 budget.

### **RECOMMENDATION / ACTION REQUESTED:**

The Department of Transportation recommends approval of this recommendation.



**RFQ RECOMMENDATION  
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Transportation**

COUNCIL AGENDA DATE: **January 16, 2018**

RFQ NO.: **27-122217**

DATE OPENED: **11/21/2017**

**DESCRIPTION:**

The City of High Point on behalf of the High Point Metropolitan Planning Organization (HPMPO) issued a request for qualifications (RFQ) from qualified firms for the development of a regional bicycle plan.

**PURPOSE:**

The HPMPO is seeking professional consulting services to assist in the development of a regional bicycle plan for the (HPMPO).

**COMMENTS:**

This recommendation is only associated with the selection of the preferred consultant. Transportation Department staff will be negotiating with the consultant for the amount of the contract.

RECOMMEND AWARD TO: **Alta Planning & Design**

AMOUNT: **0.00**

**JUSTIFICATION:**

Alta Planning & Design was the only firm to respond to the RFQ. Based on previous experience with this firm on several City of High Point and HPMPO projects, Transportation staff is confident this firm can produce quality work.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Mark V. McDonald, P.E.**

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c=US  
Date: 2018.01.04 15:45:26 -05'00'

DATE: **01/04/2018**

The Purchasing Division concurs with recommendation submitted by the **Transportation** and recommends award to **Alta Planning & Design** in the amount of \$ .

PURCHASING MANAGER: **Erik Conti**

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Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: 

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ou=Financial Services Director,  
email=jeff.moore@highpointnc.gov, c=US  
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CITY MANAGER: **Greg Demko**

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