



## MEMORANDUM

**To:** CMAP Board

**From:** Angela Manning-Hardimon  
Deputy Executive Director, Finance and Administration

**Date:** November 12, 2020

**Re:** Contract Approval for Commercial Service Vehicles Model and Survey

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CMAP performs travel demand and freight forecasting to support its responsibilities as an MPO, as well as its efforts in regional planning. The models used by CMAP for these purposes include both personal and commercial vehicles. However, there is a segment of commercial vehicle travel that the models currently do not capture.

Commercial vehicles in the current CMAP models are limited to trucks moving freight between industrial firms, but there is a large and growing share of commercial vehicles that do not fall into this category. Vehicles that travel between both businesses and residences providing utilities support, construction, package delivery, and many other services have a significant presence on roadways in the region every day, yet their behavior is not well understood. Other MPOs have already begun to incorporate these types of commercial service vehicle trips in their analysis to better inform travel demand and freight forecasting.

The purpose of this project is to develop a commercial services vehicle model, and to design and conduct a commercial vehicle survey to collect data that will be used by the model to estimate regional weekday vehicle trips that have a non-freight commercial purpose. The resulting survey data and model procedures will create a dataset of commercial services vehicle tour trips that reasonably reflect observed travel behavior and, with adjustments to model parameters, can provide plausible future year forecasts.

### **Review Process**

A Request for Proposals (RFP) was sent to potential contractors and posted to the CMAP website on August 27, 2020. Staff held a non-mandatory on-line pre-bid information session for consultants on September 3. Questions posed during the on-line session and CMAP's responses were documented and posted on the CMAP website following the pre-bid session. On October 1, 2020, CMAP received a proposal from one consulting firm: Malatest. Due to the highly

specialized nature of commercial vehicle modeling and commercial vehicle survey data collection, staff anticipated that there would not be many responses to the RFP. As the primary firm, Malatest, specializing in survey data collection, proposes to lead the survey portion of the project and sub-contract with RSG to lead the modeling work. The two firms have collaborated on similar projects elsewhere, and CMAP's modeling staff is well acquainted with the work and capabilities of key members of the proposed RSG team.

The proposal was reviewed by a team of three CMAP staff. The review team members each independently scored the proposal based on the following five criteria listed in the RFP:

1. The demonstrated record of experience of the firm in providing the professional services identified in the scope of work.
2. The responsiveness of the proposal to the scope of work, as demonstrated through a substantive discussion of the issues; a clearly defined methodology, process, and timeline; and the degree of innovation included in the proposal.
3. The quality of the proposal's independent articulation of the scope of work and understanding of project objectives.
4. The quality and relevance of the examples of similar work.
5. Cost to CMAP, including consideration of all project costs and per-hour costs.

The individual scores of the review team members were combined to develop a final composite score for the proposal, shown in the following:

Criteria	Maximum Score	Malatest
Demonstrated record of experience in providing the professional services identified in the scope of work	20	18
Responsiveness of the proposal to the scope of work, through discussion of the issues; methodology, process, and timeline; and the degree of innovation	25	22.5
The quality of the proposal's independent articulation of the scope of work and understanding of project objectives	20	17.3
Quality and relevance of the examples of similar work	15	13.5
Cost	20	20 (\$249,975)
Total	100	91.3

### Recommendation for contractor selection

The review team recommends **Malatest** as the contractor for the commercial services vehicle model and survey project. The proposal received high scores for the combined experience and similar work examples of Malatest in commercial vehicle survey data collection and RSG in commercial vehicle modeling. Some members of the proposed sub-contractor team have been involved in the development of CMAP's freight model, and have been implementing commercial service vehicle models for other agencies. The score for responsiveness was also very high. Malatest's proposal provides an agreeable plan to meet the needs of each element in

the scope of work, and clearly demonstrates how they will accomplish the objectives of the project.

It is recommended that the Board approve a contract with Malatest to perform the commercial services vehicle model and survey work in the amount of \$249,975. All of the work associated with this contract will be completed no later than June 30, 2022. Support for this project will be provided by FY21 UWP Operating grant, an SPR grant awarded by IDOT for this purpose and General Funds as a required match to the SPR grant.

ACTION REQUESTED: Approval

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## MEMORANDUM

**To:** CMAP Board

**From:** Angela Manning-Hardimon  
Deputy Executive Director, Finance and Administration

**Date:** November 12, 2020

**Re:** Contract Approval for Regional Employment Survey

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As a part of the long-range planning process, MPOs are required to develop a long-range socioeconomic forecast to ensure consistency with current and forecasted transportation and land use conditions and trends. Forecasting future employment by industry requires a firm grasp of macroeconomics and is beyond CMAP staff's expertise. RFP 243 Regional Employment Forecast was developed so that staff could select a firm capable of delivering the employment portion of an update to the region-wide ON TO 2050 socioeconomic forecast.

A Request for Proposals (RFP) was sent to potential consultants and posted to the CMAP website on August 27, 2020. Staff held a non-mandatory pre-bid information session for consultants on September 2. Questions and answers from the information session were transcribed and posted on the CMAP website along with the presentation slides on September 3. The RFP submissions were due on October 2. CMAP received timely responses from five firms: Beacon Economics, EBP, Emsi, KPMG, and WSP. Proposals were reviewed by five CMAP staff members; each member independently scored each response by October 8, utilizing the following criteria for selection:

1. The quality, clarity, and reasonableness of the proposed approach.
2. Demonstrated experience in the field of econometric modeling and forecasting.
3. Qualifications of personnel assigned to the project.
4. Responsiveness of the proposal to the scope of services.
5. Cost to CMAP, including consideration of all project costs and per-hour rates.

The three highest scoring firms (Beacon Economics, EBP, and WSP) were selected for interview. This group included the two lowest-cost proposals (EBP and Beacon Economics). Following the interviews, the team members had an opportunity to adjust their scores. The final scores are shown in Table 1.

**Table 1: RFP 243 Proposal Scoring**

<b>Evaluation Criteria</b>	<b>Maximum Score</b>	<b>Beacon Economics</b>	<b>EBP</b>	<b>Emsi</b>	<b>KPMG</b>	<b>WSP</b>
The quality, clarity, and reasonableness of the proposed approach	20	14.8	16.4	10.0	16.0	15.2
Demonstrated experience in the field of econometric modeling and forecasting	20	16.0	17.2	8.0	14.0	16.4
Qualifications of personnel assigned to the project	20	15.6	17.6	9.6	13.6	15.6
Responsiveness of the proposal to the scope of services	20	15.6	17.2	10.8	14.0	16.0
Cost to CMAP, including consideration of all project costs and per-hour rates	20	11.6	17.6	13.6	9.6	14.0
		\$124,950.00	\$124,831.54	\$128,640.00	\$135,000.00	\$129,554.10
<b>Total</b>	<b>100</b>	<b>73.6</b>	<b>86.0</b>	<b>52.0</b>	<b>67.2</b>	<b>77.2</b>

The review team recommends **EBP** as the contractor for the Regional Employment Forecast. EBP was unanimously ranked the highest of the five proposals and had the lowest cost. The EBP team, including subcontractors from Moody’s Analytics, is highly qualified to take on this project. EBP’s proposal provided the most thoughtful discussion on how the forecast should handle “contingent workers” (e.g. temporary workers, independent contractors, etc.), which is of significant importance to CMAP.

It is recommended that the Board approve a contract with EBP to perform the Regional Employment Forecast project for an amount not-to-exceed \$124,832. Support for this project will be provide by FY21 UWP Operating and FY22 UWP Operating grants.

ACTION REQUESTED: Approval

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## MEMORANDUM

**To:** CMAP Board

**From:** Angela Manning-Hardimon  
Deputy Executive Director, Finance and Administration

**Date:** November 12, 2020

**Re:** Contract Approval for Rethinking Mobility in a Post-COVID Chicago Region

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The COVID-19 pandemic has caused enormous challenges for the transportation system in the Chicago region. In response to these challenges and others, the City of Chicago convened a COVID-19 Recovery Task Force.

The Task Force and others, including the Board Chairs of the counties in the region, have recognized that these transportation system-level challenges must be addressed at the regional scale. Many of the problems highlighted by COVID-19 are longstanding ones, such as disparities in access to transit, bike, and pedestrian facilities between different parts of the region. Recovering from this crisis will require policy solutions that address current challenges while also reexamining existing mobility structures to promote a more resilient and equitable system into the future.

To support an equitable recovery from the COVID-19 crisis in northeastern Illinois, CMAP initiated a request for proposal from a consultant or team of consultants to work with the agency and regional partners to develop a visionary mobility strategy.

### **Review Process**

A Request for Proposals (RFP) for was posted on the CMAP website on September 3, 2020. Staff held a non-mandatory pre-bid information session online for consultants on September 10, 2020. CMAP received proposals from five firms submitted: AECOM Technical Services, CDM Smith, Cambridge Systematics, Inc., Sam Schwartz Engineering, and Stantec Consulting Services.

Proposals were reviewed by five members of CMAP Staff, who scored each proposal independently. The criteria for selection included the following:

1. The demonstrated record of experience of the consultant as well as identified staff in providing the professional services identified in this scope of work, including addressing the topical issues identified in the Project Background and Project Description sections.
2. The consultant's concept for creating a mobility strategy that addresses the priorities identified in the Project Background and Project Description sections. This includes evaluation of the strength and innovativeness of the overall approach to developing policy change recommendations.
3. Demonstrated functional capabilities and subject-matter expertise, including but not limited to:
  - a) Multimodal federal and state transportation policy expertise
  - b) Market-leading transportation planning track record (including transit and transportation demand management)
  - c) Experience with scenario analysis (note that respondents should expect to work collaboratively with CMAP travel demand modeling staff)
  - d) Financial modeling expertise
  - e) Real estate market analysis expertise
4. The quality and relevance of the examples of similar work.
5. The consultant's integration of the principles of ON TO 2050 into the proposal.
6. Prior performance of previous CMAP contracts.
7. Cost to CMAP, including consideration of all project costs and per-hour costs.

The following table shows the score of each firm that submitted a response to the RFP.

#### RFP 244 Proposal Scores

Criteria	Maximum Score	AECOM Technical Services	CDM Smith	Cambridge Systematics, Inc.	Sam Schwartz Engineering	Stantec Consulting Services
Record of experience	15	12.6	10.2	12.0	10.8	9.6
Mobility strategy concept	25	20.4	15.6	20.2	17.6	14.2
Functional capabilities and subject matter expertise	30	24.4	22.2	23.0	20.2	15.6
Quality and relevance of similar work	5	4.2	3.6	3.6	3.8	2.2
Integration of ON TO 2050	5	4.0	3.8	3.0	4.2	3.4
Cost	20	19 (\$702,710)	20 (\$678,423)	18 (\$749,404)	18 (\$748,608)	18 (\$749,868)
Total	100	84.6	75.4	79.8	74.6	63.0

#### Recommendation for Contractor Selection

Following interviews, the Selection Committee reached a consensus to recommend AECOM Technical Services as the contractor for Rethinking Mobility in a Post-COVID Chicago Region. Although not the lowest bidder, the Selection Committee decided that the AECOM team



presented the strongest technical approach, team member experience, and expertise to perform the tasks outlined in the RFP. The AECOM proposal was particularly strong in their approach to developing travel demand modeling scenarios and strategies, and brings in partner expertise to ensure an equity lens throughout the duration of the project. In both the proposal and interview, the AECOM team demonstrated a deft understanding of the dependencies between the work tasks, and clearly showed how the disparate activities will come together to create a visionary and actionable mobility plan.

It is recommended that the Board approve a contract with AECOM for the Rethinking Mobility in a Post-COVID Chicago Region for an amount not-to-exceed \$702,710. Support for this project will be provide by FY21 UWP Operating, FY22 UWP Operating, and FY23 UWP Operating grants.

ACTION REQUESTED: Approval

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MEMORANDUM

To: CMAP Board  
From: Angela Manning-Hardimon  
Deputy Executive Director, Finance and Administration  
Date: November 12, 2020  
Re: Pavement Data Collection and Pilot Pavement Management Program  
Vendor Addition

As part of the [Local Surface Transportation Program agreement](#), the CMAP Board approved, in June 2018, the award of three vendor contracts to Applied Research Associates, Gorrondona & Associates, and IMS for pavement data collection and pavement management plans. Recently, Gorrondona notified CMAP that it would be unable to accept additional municipal assignments due to a loss of qualified staff. CMAP has agreed to release Gorrondona from its contractual obligations after the completion of its remaining assignments.

The pavement management project has funding for approximately 14-15 additional municipalities in its final round. Therefore, CMAP staff is requesting Board approval for the addition of the next most qualified vendor, from the initial pool of respondents, to enable it to complete the remaining municipal projects prior to the expiration of current funding.

Table 1 shows the score of each firm that submitted a response to the RFQ. Applied Pavement Technologies (APA) is the next most qualified vendor among the original respondents. APA has been contacted and has agreed to accept the opportunity to bid on future municipal projects. The table shows the score of each firm that submitted a response to the RFQ for this task.

Table 1: Task 2 Scoring

Evaluation Criteria	Max. Value	Chastain & Associates	ERI	DLZ	Applied Research	AECOM	Baxter & Woodman	Applied Pavement	Gorrondona & Associates	Stantec	IMS	Infrastructur
Demonstrated experience of the firm in the field of pavement	30	23	23	12	28	21	21	25	25	22		25

Evaluation Criteria	Max. Value	Chastain & Associates	ERI	DLZ	Applied Research	AECOM	Baxter & Woodman	Applied Pavement	Gorrondona & Associates	Stantec	IMS Infrastructur
condition data, processing, management plans											
Responsiveness to the proposal	20	16	12	11	15	15	14	13	18	14	15
Contractor's approach to developing a data quality management plan	15	11	13	5	14	12	11	14	14	12	14
Contractor's capability to collect pavement data and produce municipal pavement management plans	20	16	15	15	17	16	16	17	19	17	18
Quality and relevance of similar work	15	9	11	11	11	11	11	12	12	11	12
<b>Total</b>	<b>100</b>	<b>74</b>	<b>74</b>	<b>53</b>	<b>85</b>	<b>75</b>	<b>73</b>	<b>81</b>	<b>88</b>	<b>76</b>	<b>84</b>

It is recommended that the Board approve the addition of APA to the pool of qualified vendors for this project.

ACTION REQUESTED: Approval

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CHICAGO METROPOLITAN AGENCY FOR PLANNING

RESOLUTION NO. 2020-

WHEREAS, the Chicago Metropolitan Agency for Planning (“CMAP”), pursuant to the Regional Planning Act, 70 ILCS 1707/1 *et seq.*, is granted all powers necessary to carry out its legislative purposes in order to plan for the most effective public and private investments in the northeastern Illinois region and to better integrate plans for land use and transportation; and

WHEREAS, CMAP is constantly evaluating and accessing the land use information/attributes in the region; and

WHEREAS, the Cook County Assessor’s Office has a geographic information (“GIS”) database that it is willing to make available to CMAP at no cost; and

WHEREAS, GIS data sharing with the Cook County Assessor’s Office will allow CMAP to access GIS data from the Assessor that will facilitate CMAP’s decision making process with respect to planning for the region; and

WHEREAS, cooperation between and among governmental agencies and entities through intergovernmental agreements is authorized and encouraged by Article VII, Section 10 of the Illinois Constitution of 1970 and by the “Intergovernmental Cooperation Act” (5 ILCS 220/1 *et seq.*); and

WHEREAS, CMAP and the Cook County Assessor have negotiated an Intergovernmental Agreement, dated November 18, 2020, in substantially the form attached to this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Chicago Metropolitan Agency for Planning Board as follows:

The Executive Director is authorized to finalize an Intergovernmental Agreement between the Chicago Metropolitan Agency for Planning and the Cook County Assessor’s Office in substantially the form of the agreement attached to this Resolution, and the Executive Director is authorized to execute said Intergovernmental Agreement.

Approved by: \_\_\_\_\_ Date \_\_\_\_\_  
Chair



# Chicago Metropolitan Agency for Planning

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Chicago, IL 60607

312-454-0400  
[cmap.illinois.gov](http://cmap.illinois.gov)

November 18, 2020

## Exhibit A: Statement of Official Purpose

As the official regional planning organization for northeastern Illinois, the Chicago Metropolitan Agency for Planning (CMAP) engages in numerous planning activities which require detailed information at the parcel level throughout the seven-county CMAP region.

CMAP is updating its GIS-based Land Use Inventory, which is the primary means with which we evaluate land use patterns and changes over time. This inventory requires highly detailed information at a localized level; current procedures for identifying land use involve parcel boundary data and associated Assessor information such as: **property address, class, taxpayer name and exempt agency name**. The Inventory is an ongoing effort, and CMAP will be requesting annual updates of these data as a means of identifying changes in land use in the future.

Thank you,

Erin Aleman  
Executive Director

CHICAGO METROPOLITAN AGENCY FOR PLANNING

RESOLUTION NO. 2020-

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Approved by: \_\_\_\_\_ Date \_\_\_\_\_  
Chair



# Chicago Metropolitan Agency for Planning

433 West Van Buren Street  
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November 18, 2020

## **Exhibit A: Statement of Official Purpose**

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Thank you,

Erin Aleman  
Executive Director