



JOINT INFORMATION MEETING AGENDA DOCUMENTATION

PREPARATION DATE: March 9, 2016

SUBMITTING DEPARTMENTS: Teton County Engineering and Jackson Public Works

MEETING DATE: March 14, 2016

DEPARTMENT DIRECTORS: O'Malley and Pardee
PRESENTER: Sean O'Malley and Larry Pardee

SUBJECT: WYDOT Traffic Demand Model

STATEMENT/PURPOSE

Update elected officials on status of the traffic demand model agreement between WYDOT, Teton County, and the Town of Jackson.

BACKGROUND

On October 21, 2015, at the invitation of WYDOT District Engineer Keith Compton, Sean O'Malley, Larry Pardee, Bob McLaurin, and Commissioner Vogelheim met with WYDOT Planning and Traffic staff in Rock Springs. Mr. Compton's goal was to facilitate a meeting to discuss options presented in the ITP and determine what resources WYDOT could provide to assist with implementation. The attendees identified the development of a traffic demand model for the valley-wide traffic network, with initial focus on South Park, the Town of Jackson, and the "Y", as a high priority. Specific recommendations included:

1. WYDOT, the Town of Jackson, and Teton County partner on the development of the traffic model. District Engineer Compton committed to provide Federal/State planning funds for this effort (up to \$50,000), if the Town and County makes the request for these funds.
2. A transportation consultant, specializing in network analysis, would be selected by a team of WYDOT, Town, and County Planners/ Engineers, utilizing the WYDOT Consultant Selection process.
3. This traffic demand model, and future updates, would provide the underlying, detailed traffic analysis required for future transportation projects.

In recognition that \$50,000 would not be sufficient to complete this project, and in the spirit of a true, tri-party agreement, the Transportation Advisory Committee (TAC) recommended that both the Town of Jackson and Teton County provide \$50,000 (each) in matching funds for the consultant and modeling effort. The Jackson Town Council approved a \$50,000 match at their meeting on February 1, 2016. On February 14, 2016, the Teton County Board of County Commissioners approved both a letter to WYDOT and a match of \$50,000. On February 16th, the Jackson Town Council authorized the Mayor to co-sign the request letter on behalf of the Town. This request letter is attached to this staff report. The letter was sent to District Engineer Keith Compton via email and regular mail on February 24, 2016.

It appears the Town/County request has been successful as Kevin McCoy, WYDOT's Planning and Policy Analyst, contacted Mr. O'Malley on February 29th and provided several project scope examples, a list of approved consultants, and options for consultant selection. The total match amount authorized by Mr. Compton is unknown at this time but is anticipated to be up to \$50,000.

According to Mr. McCoy, consultant selection options include interviewing a shortlist of consultants on WYDOT's approved consultant list or requesting proposals/qualifications via a Request for Proposals (RFP) or Request for Qualifications (RFQ) process. Initiating an RFP or RFQ process will extend the timeline but opens the project to a more diverse range of consultants.

It is now the responsibility of the Transportation Advisory Committee to determine the preferred selection process, finalize a project scope and return these recommendations to WYDOT.

FISCAL IMPACT

As previously stated, both the Town and the County have committed \$50,000 toward the traffic demand modeling effort. Additional funds may be needed (in future years) as the traffic model is expanded county-wide.

STAFF IMPACT

Town and County TAC members (Town/County planners, engineers, START Director, and Pathways Coordinator) will play a significant role in consultant selection, consultant oversight, and providing the consultant with road/pathway/transit inventories, land use information, proposed traffic analysis zones, trip generation rates, proposed capital projects/network changes, and other pertinent data. These efforts will not be continuous but will require occasional, intense effort by staff.

LEGAL REVIEW

Not required at this time.

ATTACHMENTS

Letter to WYDOT (Keith Compton) requesting planning funds

RECOMMENDATION

None at this time.



February 17, 2016

Mr. Keith Compton, PE
District 3 Engineer
Wyoming Department of Transportation
P.O. Box 1260
Rock Springs, WY 82902

Re: Request for professional services and planning funds for Town/County Traffic Modeling

Dear Mr. Compton:

In the fall of 2015, the Town of Jackson and Teton County adopted the Integrated Transportation Plan (ITP). The ITP will serve as a framework for planning and prioritizing transportation projects that reflect the community's vision and goals as identified in the 2012 Jackson/Teton County Comprehensive Plan. This significant effort was partially funded with federal planning funds administered and approved by WYDOT. We thank you for your financial support as well as the many hours spent by WYDOT staff helping to improve the plan. You have been a vital partner in this effort.

The next step in implementing the plan is to update traffic modeling for the entire valley – with initial emphasis on the Town, South Park, and Y areas. An updated traffic model is an essential tool to help us analyze scenarios and make the best informed transportation decisions. To that end, both the Jackson Town Council and the Teton County Commissioners have voted to approve \$100,000 (\$50,000 each) to help fund this traffic modeling effort. The purpose of this letter is twofold:

1. Request WYDOT, in coordination with the Town and County, select and oversee a transportation consultant for this model update using the WYDOT consultant selection process.
2. Request WYDOT provide up to \$50,000 in state/federal planning funds to help pay for this consultant and the traffic modeling.

We value our continued partnership with the Wyoming Department of Transportation on this important project and sincerely appreciate your consideration of this request.

Respectfully,




 Mark Newcomb, Vice-Chair
 Teton County Board of County Commissioners





 Sara Flitner
 Mayor, Town of Jackson

Attest:


 Olivia Goodale
 Town of Jackson Clerk



Attest:


 Sherry Daigle
 Teton County Clerk

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