



ON CALL PLANNING SERVICES

TOPEKA METROPOLITAN TRANSIT AUTHORITY

RFP: TM-23-01



In Partnership With
Hg Consult



December 22, 2022

Topeka Metropolitan Transit Authority
Attn: Richard Appelhanz
201 N. Kansas Avenue
Topeka, KS 66603

SUBJECT: TOPEKA ON CALL PLANNING SERVICES

Dear Richard Appelhanz and Members of the Selection Committee:

Over the past 20 years, SRF Consulting Group has developed a dedicated and talented group of transit professionals that include planners, designers, and engagement specialists. Our firm has worked hard to develop a transit practice that is known nationally for the quality of our work and dedication of our staff. SRF has extensive experience working with agencies throughout the country through master contract participation as well as competitive solicitations.

SRF Consulting Group is a long-time, respected national transit planning consultant and the trusted partner of many bus transit agencies for a variety of professional services. Our reputation is built on decades of experience delivering transit projects and providing effective agency support. SRF will approach our work in Topeka with experience working throughout the State of Kansas, and proven methods of managing on-call agreements of this nature.

The SRF Team can provide the skills and depth of staff to meet the project development tasks identified in the RFQ, and we have partnered with HG Consult to add technical expertise and meaningful support of Topeka Metro's Disadvantaged Business Enterprise Program. SRF selects partners based on our established working relationships and our knowledge of their ability to work as a team and provide high-quality project deliverables.

We have organized a team that we believe provides Topeka Metro and local stakeholders with:

WELL-ROUNDED PROJECT EXPERIENCE. Whether a project involves local bus, paratransit, vanpools, microtransit, other service type, or addressing how transit supports development, the SRF team has considerable experience at the local, regional, and national levels. Our philosophy is there is no single technical discipline associated with a transit project. Thus, we have assembled a diverse team to meet all of the needs of any type of project associated with this master contract.

EXPERIENCED INDIVIDUALS. We have selected our best and most appropriate staff to deliver the projects anticipated in this RFP. Our team of transit planners, architects, traffic and civil engineers, management consultants, and service planners all have significant experience working with agencies similar to Topeka Metro. Key staff assigned to this project have experience working with each other – a key component to ensuring effective project delivery. By working closely with each other over the years, they have developed both personal and professional relationships that provide a catalyst for open conversation and collaboration.

PROGRAM UNDERSTANDING. Our Task Leads, each subject-matter expert, bring a broad range of transit planning experience along with deep knowledge of bus transit standards, processes and procedures. We are no stranger to the diversity of projects that will be issued through this program – in fact, they are our specialty.

You will see throughout our qualifications that the SRF Team has a proven record delivering transit projects. Projects ranging in size have been delivered by the professionals listed within this proposal response. We look forward to the opportunity to partner with Topeka Metro for this important work. If you have any questions regarding our proposal, please contact Bill Troe at 402.513.2158 and via email at btroe@srfconsulting.com.

Sincerely,

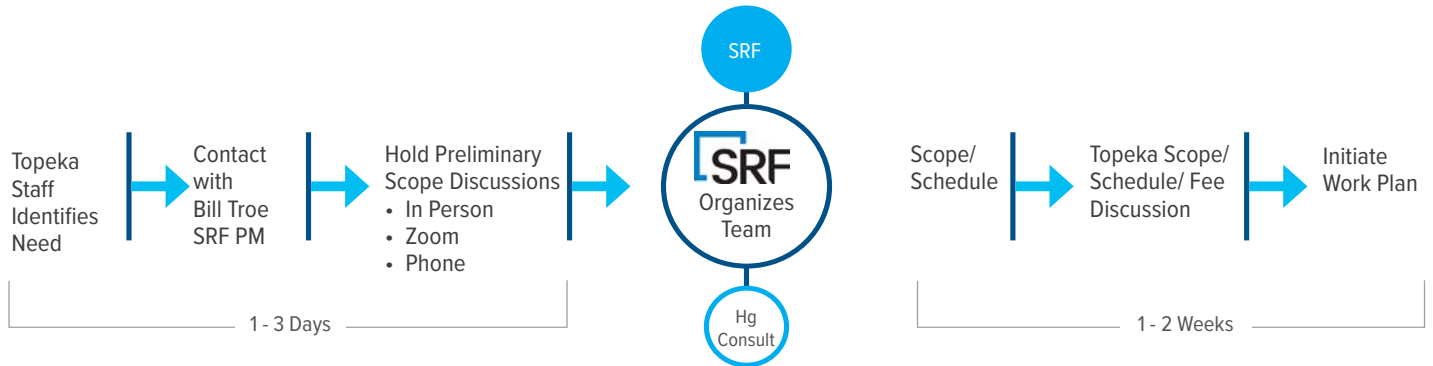
William Troe
Project Manager



UNDERSTANDING OF THE SCOPE & SPECIFICATIONS

Topeka Metro provides a vital service that is the backbone of the region’s coordinated, multimodal transportation system. From fixed-route bus and paratransit services, Topeka Metro provides important linkages to desired destinations across the region. Over the years the agency has made significant service investments to better serve existing riders and attract new riders as population and travel trends shift and grow in Topeka.

This contract will build on previous long-range planning efforts, and the SRF team is well-equipped with the expertise, experience, and resources to help Topeka Metro answer important planning and design questions for the future of mobility in the community.



APPROACH

When transit agencies want to find the best solutions to improve mobility, promote economic vitality, and create sustainable transit solutions that provide real returns on investment, they can count on SRF. The SRF team brings a wide range of public transportation planning and engineering expertise, policy knowledge, and proven capabilities working with agencies to consolidate operating services, and demonstrated skill structuring programs for a variety of Federal Transit Administration (FTA) compliance areas.

Our project management approach focuses on providing the appropriate resources (people, budget, and schedule management tools) to our project managers to successfully complete assigned tasks. In providing you with program management assistance, you can trust us to:

- Keep you informed and prepared.
- Devise inventive, flexible, and practical solutions to transit issues through innovative planning and policy approaches rooted in practical experience.
- Proactively manage task orders, work orders, and project scopes efficiently to ensure the appropriate use of available resources.
- Provide a responsive, diverse team of transit professionals that seamlessly work with Topeka Metro staff to advance transit goals, objectives, and priorities for itself and its agency partners.

The RFQ identifies a broad range of potential planning and engineering activities, and the SRF team brings resources that provide Topeka Metro with a multi-faceted group of transit professionals capable of responding to preferred scope of services.

On-call contracts require a team of dedicated transit planning and design professionals capable of providing both local knowledge and a breadth of national experience. From contract leadership and project advisors who

have worked with transit providers large and small across Kansas and the Midwest to a seasoned team of support staff, the SRF team’s collective goal is to provide Topeka Metro with unmatched local experience and resources with access to national leaders in the transit planning and engineering disciplines.

TASK MANAGEMENT

Contract management and administration will be critical to developing accurate scopes of work, budgets and schedules, tracking progress, and providing quality deliverables. The SRF team recognizes the importance of implementing a strong contract management approach and project control system led by an experienced contract manager and project managers for task orders issued. This approach enables to a strong sense of teamwork among those involved and the ability to recognize problems, establish base-lines and measurement procedures early and to take corrective actions.

SRF’s project delivery methods are based on years of proven experience delivering quality work for our clients across the United States. Our experience with on-call service contracts has taught us that having a single point of contact for work orders provides our clients with consistency and timely responses. Bill Troe will serve as the contract manager through the life of the contract, and will supervise project staff, schedules, and budgets to complete work orders and tasks assigned by Topeka Metro. Bill brings a hands-on, participative management approach to projects that includes regular communication with Topeka Metro.

The strongest management tool on any project is communication. As Contract Manager, Bill will be responsible for making sure that the goals of each task are clearly understood between Topeka Metro staff and the SRF team. When task orders are initiated, Bill will communicate with the appropriate SRF team staff to manage the scope of work to be completed.



Bill will facilitate initial meetings between the project manager and the contributing SRF team members, and then regularly monitor task order budgets, schedules, and deliverables. We will assign senior team members to lead task orders based on their expertise. Support staff members are assigned to specific areas based on their experience.

The key to management of any program or task is effective, up-front planning to define task order scopes, schedules, and resources.

A clearly defined scope of services and budget for each task that includes assumptions, expected deliverables, and schedule helps keep task orders on-time and under budget. All work orders issued will be included in a master schedule of projects to help track the progress of task orders from start to completion. This approach provides Topeka Metro with greater transparency for the overall program effort and allocate resources appropriately.

The SRF team's Contract Manager, Bill Troe, will meet on a regular basis with the Topeka Metro Project Manager to track progress of ongoing tasks and identify upcoming tasks. When a new task order is issued a scope of services, budget, and schedule will be prepared to monitor progress and ensure timely delivery of project deliverables. Working collaboratively, Bill and the task's Project Manager will agree on a general scope of work and schedule for new tasks.

An SRF team Project Manager will be assigned and responsible for developing a more detailed scope, schedule, and budget that identifies the SRF team staff members working on the task. When the scope, schedule, deliverables and budget are developed, they will be reviewed by Topeka Metro, revised as appropriate, and once agreed to, the tasks will be initiated.

► Task 1 - Federal Transportation Administration Compliance and Reporting

SRF develops all-inclusive Civil Rights Programs to ensure the transit agencies comply with all applicable civil rights statutes and regulations, including those related to the Americans with Disabilities Act (ADA), Title VI and environmental justice, equal employment opportunity (EEO), and disadvantaged business enterprises (DBEs). We have experience developing programs for new and existing FTA funding recipients that have been approved by FTA Regional Civil Rights officers.

We draw on our familiarity with the FTA and DOT regulations and guidance, our relationships with similarly sized transit providers, and our experience drafting related policies and ensuring their successful implementation. These policies could include a Language Assistance Plan (LAP) and Title VI service and fare equity analyses.

Another component of civil rights programming with which the SRF team has specific expertise is ADA. Our team will ensure that transit service is designed in a manner that offers meaningful, equitable access to programs. This includes accessible features within the physical environment, as well as ensuring that transit service provides connections from origin to destination for people with disabilities, vehicle ramps, lifts, and

securements meet proper standards, and that published material is fully accessible. Our team can also review customer grievance procedures and guidelines for ADA compliance and provide strategic recommendations for program improvements.

Public transportation agencies throughout the country regularly seek funding to advance their projects and service offerings, and the SRF team is keenly aware of the important role FTA and KDOT grants play in the development and delivery of transit services in Topeka. The passing of the federal Infrastructure Investment and Jobs Act of 2021 (IIJA) allocates hundreds of billions in new funding into dozens of transportation grant programs. The SRF team includes a wealth of personnel with extensive experience working with the FTA and state agencies to secure grant funds for capital projects, operations, and emerging technologies (e.g. vehicle charging stations or system technology/communication enhancements). After careful review and based on our understanding of the RFQ, SRF proposes the following approach to FTA and KDOT grant programs, applications, and management:

1. Grant Research, Identification, and Pre-Planning
2. Grant Development, Application, and Reporting Requirements
3. Grant Management Assistance

The SRF team has extensive experience assisting transit agencies and state DOTs with preparing for FTA triannual reviews and addressing any review findings through developing new policies and documenting procedures. The SRF team frequently uses National Transit Database (NTD) data for transit service and financial analyses, and assists multiple transit agencies and DOTs with federal data reporting requirements.



► Task 2 - Financial Planning

The SRF team developed Transit Development Plans that outline the operational and capital needs for transit agencies throughout the country. These plans include cost neutral and growth scenario planning to meet the identified needs of the communities. To secure the necessary funds of the growth scenarios, the SRF team studies the state and local regulatory landscape for opportunities to increase the local funding share of transit, including through multiple transit authority feasibility studies.

SRF is well-versed in comprehensive evaluations of agency partnership opportunities, funding mechanisms, and decision-making processes. We will look at each organization's technical capacities and determine where the best returns on resource investments lie. The SRF team also identifies state and federal grant opportunities that meet the identified community needs.

SRF worked with the Nebraska Department of Transportation to develop a specification guide for vehicle procurement, and is supporting their effort to prepare bid documents as well as providing checking documents. SRF is

also working with the Minnesota Valley Transit Authority (MVTA) to develop vehicle procurement options in-house. SRF bases its procurement practices on FTA Report No. 0105: Best Practices Procurement and Lessons Learned Manual to document examples of procurement practices and lessons learned from a variety of third-party procurements undertaken by FTA recipients. Additionally, SRF applies procurement guidelines included in FTA Circular 4220.1F. Best practices cover the following critical steps:

- Procurement Planning
- Evaluating Proposals
- Selection a Contracting Method
- Contract Award

For projects that require cost estimation, scheduling, or project controls, the SRF team will build capital cost estimates from a contractor’s perspective by developing independent quantities, identifying labor and equipment pricing, and using project-specific production rates to determine labor and equipment needs.



► Task 3 - Transportation Planning and Operations Management

Serving planning and operational analyses are a cornerstone of the SRF team’s capabilities. Our team has a depth of experience evaluating transit services and determining how well service corresponds to community values. The SRF team has a variety of analytic tools and methods by which we can assess the tradeoffs and adequacy of existing transit service and efficiently plan future services. Among our team’s staff resources are specialists in transit service design and planning, performance analysis dashboards, performance measure development (both qualitative and quantitative), and visualizations of ridership data that can help to understand the dynamics of existing and future transit service.

Often when surveying transit users and community leaders, we hear calls to expand transit service in a variety of ways – whether it is to create new routes, add hours of service, or invest in service frequency and better response time. In an ideal scenario with unconstrained funding, we can use all tools on hand to fully build out a transit system. This is important when considering long-term goals. However, we often must identify priorities for service improvements and the trade-offs that each one offers. SRF will work with local transit riders, elected officials, and transit agency staff to identify a set of values and priorities that will drive service recommendations and the phasing of improvements.

Ultimately, we want to guide the amount and type of transit service that will yield improvements to each community and SRF has broad experience working across all types of transit modes. Our team members have experience providing technical assistance to the smallest of rural systems, all the way to complex regional urban transit systems. We have helped transit systems move from values and goal statements to project implementation with the understanding of the nuances that can occur along the way. Our

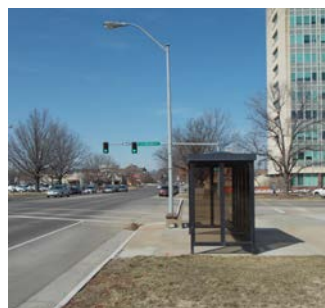
experts can provide support for procurement, field testing of services, owners’ representation, and technology that can support coordination and shared mobility efforts. We can also help Topeka Metro and transit agencies evaluate the outcomes of various service recommendations using industry standard performance measures and accessibility (access to jobs, health care, retail, social activities, etc.). These criteria are balanced with the measurements of effectiveness and efficiency, confirming that each project will advance desired outcomes while also offering sound use of state, federal, and local dollars.

► Task 4 - Assessments and Evaluations

When studying any transit system, it is important to analyze and understand the underlying conditions and performance of each element of the transit network. This not only provides a baseline to compare the impact of changes to the network, but also helps determine what kinds of changes may be needed. To evaluate service the SRF team will build on a literature review of other ongoing and previous studies, create a socio-demographic profile of the service area, analyze travel patterns within the Topeka Metro service area, conduct a review of the transportation network and transit services, and develop a transit needs assessment (i.e., indicating where services may be improved). We can tailor this approach to the system, route, and segment level.

Information we will review and analyze includes but is not limited to the following:

- Fleet and facility inventory and condition assessment
- Documentation of operating policies and procedures
- Inventory of local, intercity, and regional transit providers
- Transit ridership
- Transit operations
- Revenue and platform mileage
- Revenue and platform hours
- Service productivity at the system and route segment levels
- On-time performance
- Origin and designation analysis
- Stop and station level passenger boardings and alightings



Bus performance will include ridership, bus travel times/on-time performance information, and the amount of service being provided and consumed. This information will allow us to analyze each route and determine the strengths and issues along each route and allow for mapping where ridership is along the route.

On virtually every transit service planning project in which SRF has been involved, we provide guidance on evaluating the effectiveness of transit service, and tools for transit agencies to perform this evaluation on a long-term basis. Providing effective transit service in the greater Topeka Region is not a “one-size-fits-all” task. We rely on a portfolio of transit services that each addresses a separate purpose and need.

► Task 5 - Emergency Management and Safety Oversight

The SRF team has broad experience working with transit agencies in both urban and rural contexts to develop Public Transportation Agency Safety Plans (ASP) that take a holistic, performance-based approach to Safety Management Systems (SMS) in compliance with new FTA requirements, including those in the Bipartisan Infrastructure Law (IIJA) of 2021. This proactive approach of identifying hazards and assessing and mitigating risks is used by transit agencies to make informed decisions when developing and implementing comprehensive safety programs for their operations, passengers, employees, and communities. SMS includes systematic procedures, practices, and policies for managing risks and hazards, consisting of four primary elements:

- Safety Management Policy
- Safety Assurance
- Safety Risk Management
- Safety Promotion

The SRF team has extensive experience helping transit agencies of varying sizes and modes to develop and implement safety and emergency procedures that align with relevant regulations and industry standards such as those issued by the FTA, State Safety Oversight Agencies (SSOAs), Occupational Safety & Health Administration (OSHA), Federal Emergency Management Agency (FEMA), American Public Transportation Association (APTA), and others. This experience has enabled us to curate a library of templates for policies, procedures, checklists, reports, training materials, and guidance documents related to accident/incident investigation, incident response, and risk management. These templates have been accepted by regulators as compliant to statutory requirements, field-tested by transit agencies, and refined for maximum utility, simplicity, and efficacy based on stakeholder feedback.

SRF will ensure full alignment with relevant state and local requirements and comply with FEMA's National Incident Management System (NIMS) and Incident Command System (ICS) principles. Our team of safety, security, and emergency management professionals are trained and experienced in helping transit agencies plan for and deal with a wide variety of emergencies.

- Regional or intercity services that connect communities over longer distances, typically oriented to commuter or more occasional travel. While this may not be service offered by Topeka Metro, our work can articulate the needs and gaps related to interregional services.
- Core, local fixed-route service that operates at high frequencies along a corridor of high activity
- Local fixed-route or deviated fixed-route service focused on geographic coverage
- Demand response services that serve efficient zones or trip purposes
- Newer, shared mobility and technology platforms
- Human service, program-based trips, and volunteer operated supplemental services that complement a robust public transit network

We can work with Topeka Metro to quantify needs and revisit local priorities that may have shifted since the COVID-19 pandemic and use this as the basis for service recommendations.

Any change associated with how and what services are provided by Topeka Metro requires more than technical analysis of demographic characteristics or service performance data. The process of service evaluation requires interaction with current and potential system users through customer service surveys. SRF has worked with transit agencies across the country to implement effective, authentic public and stakeholder engagement activities including many customer surveys that provide a meaningful exchange of information and help lead to better, more transparent decision-making on the part of agencies regarding their service offerings.



EXPERIENCE AND QUALIFICATIONS OF FIRM

Our team is organized to provide Topeka Metro with the experience necessary to conduct any of the planning work listed in tasks one through five. The RFP asks teams responding to provide details regarding relevant project work/processes completed with references. As the work categories are diverse, the team has developed an Experience Matrix displaying projects each firm has completed with tasks likely to be requested through the transportation planning on-call. Work listed in the matrix for each firm was completed by staff committed to the Topeka Metro transportation on-call. We believe projects selected for the matrix demonstrate our team's breadth of service across all of the types of potential work Topeka Metro identified and the depth of experience we bring to Topeka.

	Project Management	Third Party Contracting	Civil Rights Program Development & Reporting (ADA)	Disadvantaged Business Enterprise (DBE)	Title VI Program Requirements	NTD Sampling & Reporting	Triennial Review Process Management	Grant Preparation and Submittal	Grant Process Management	FTA-Funding Procurement & Requisition	Procurement Recommendations: Planning, A&E, Capital	Route Planning	Ridership Evaluation/Analysis	Origin-Destination Surveys	Operations Planning	Schedule Design	Schedule Evaluation/Analysis	Agency Coordination	Passenger Surveys	Data Collection, Sampling, Analysis, & Evaluation	GIS Mapping	Forecasting	Modeling	Public Involvement	Evaluation	Recommendations	Short-Term Planning	Long-Term Planning	CIP Planning	MPO Coordination (RTP, TIP)	State Coordination	Project Scoping	Environmental Review	Project Impacts Analysis	Reporting & Documentation	Project Scheduling	Safety Plan Capabilities & Procedures	Emergency Operations and Communications Procedures
SRF Consulting Group																																						
Kansas DOT Transit Business Model Implementation	X								X			X	X				X	X		X	X		X	X	X	X	X	X		X	X	X		X	X			
Kansas DOT Public Transit Human Service Coordination Plans	X												X					X	X	X			X		X	X	X		X	X								
Metro Transit Title VI Analyses (Metro Transit On-call)	X				X							X									X		X	X	X									X				
Metro Transit Master Contracts, Twin Cities, MN	X					X	X	X				X	X		X		X	X		X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X		
Metro Transit Green Line Before and After Study, Twin Cities, MN	X																			X	X	X	X		X									X	X			
Metro Transit Network Next, Twin Cities, MN	X											X	X							X	X	X	X		X	X	X	X	X	X					X			
MVTA Procurement	X	X									X													X	X			X	X						X			
MVTA Strategic Plan	X																	X							X													
Duluth Transit Development Plan, Duluth, MN	X											X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			X				
Mankato Transit Financial Services, Mankato, MN	X		X	X	X	X	X	X	X	X	X							X																				X
Northstar Corridor Post-Pandemic Study, Twin Cities, MN	X												X		X	X	X	X		X	X	X	X		X										X			
West Broadway Transit Study, Minneapolis, MN	X											X	X					X		X	X	X	X		X										X			
Omaha Metro Transit Development Plan (OMetro On-call)	X				X	X						X	X	X	X	X			X	X	X		X	X	X	X	X	X	X	X	X					X		
Omaha Metro 2022 On-board Passenger Survey (OMetro On-call)	X												X					X	X																	X		
Lincoln StarTran PTASP (NDOT Transportation Planning On-call)	X																																		X		X	
Prescott Arizona Transit Program	X		X	X	X													X						X	X											X	X	
Utah DOT 5311 Grant Management	X							X	X																													
East-West BRT Documented Categorical Exclusion, Madison, WI	X																			X				X		X	X		X				X	X	X			
East-West BRT Environmental Assessment, Milwaukee WI	X																			X				X		X	X		X				X	X	X			
WisDOT Transit System Management Performance Reviews	X																	X						X	X				X					X	X			
Valley Transit Service Review	X											X	X	X	X																							
Citilink Comprehensive Operation Analysis and TDP, Fort Wayne, IN	X											X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X								
IndyGo Title VI Program Update, Indianapolis, MN	X				X																															X		
Indianapolis Red Line transit Impact Study, Indianapolis, MN	X																			X	X			X										X	X			
FTA TOD Pilot Program Grant Applications (Rush Line 2019, Rochester Circulator 2018)	X							X																														
HG Consult																																						

FIRM OVERVIEWS



Founded in 1961, SRF is a 100% employee-owned company that employs more than 300 engineers, planners, and designers who work with public and private sector clients across the country. Our transit team has worked in LRT, BRT, commuter, fixed-route bus, and paratransit environments and provides expertise in planning new systems as well as refining current ones. We pride ourselves in being responsive and for developing productive and scalable solutions. Our staff has an excellent reputation for building consensus through proven stakeholder participation processes, backed by our technical expertise. SRF brings a proven record of moving through project programming, planning and design, Federal Transit Administration (FTA) grant management requirements, and all necessary federal, state, and municipal level project approvals.

SRF has built a strong nationwide reputation for working with agencies, providers, and customers to plan and design transit systems, services, and facilities. Our transit planning and engineering groups have worked with numerous transit clients across North Carolina including GoRaleigh, GoTriangle, and Chapel Hill Transit. Our work includes:

- Transit Facilities Planning and Design
- Transit Service Plans
- Transit Policy Plans, Visions, and Organizational Mission Statements
- Transit Financial Plans, Funding Analyses, and Grant Preparation and Management
- Alternatives Analyses including Fixed-Route Planning, High-Capacity Transit Planning and Design, and Emerging Service Technologies including Microtransit



Hg Consult, Inc. was formed in 2010 as a consulting engineering and planning firm based and incorporated in Kansas City, Missouri. Hg Consult has three offices in Missouri (Kansas City, St. Louis and St. Joseph), as well as offices in Kansas City, Kansas; Denver, Colorado; Austin, Texas; and Waterloo, Iowa.

Hg Consult is a full-service engineering and planning firm. Our projects range from small municipal and private development projects to large scale DOT highway and bridge projects. Hg Consult can provide full cradle-to-grave capabilities from initial planning to final construction engineering and inspection. More specifically, Hg Consult's expertise includes:

- Roadway design and geometrics
- Bridge and culvert design
- Transportation planning
- Aviation planning, design and construction services
- Environmental planning & permitting - including NEPA documentation
- Urban and community planning
- Traffic operations, traffic micro-simulation, and traffic control
- Drainage, storm water, and water line design
- Trail planning and design
- Transit planning and design
- Program management services
- Construction engineering & inspection services
- Residential, commercial, industrial and institutional site development
- Public information and outreach

As a certified DBE, MBE, and SBE we understand that it is not a requirement on all projects but, when required we help our clients meet their diversity goals while providing value through our service.

PROJECT EXPERIENCE & REFERENCES

▶ METRO TRANSIT MASTER CONTRACTS | TWIN CITIES, MINNESOTA



CLIENT REFERENCE:

Kyle Burrows, Transit Planner, Metro Transit | 560 6th Ave N, Minneapolis, MN 55411 | (612) 349-7749 | kyle.burrows@metrotransit.org

SRF has worked with Metro Transit for many years under several master contracts, which are used on smaller, fast-paced projects.

Traffic Studies

- Heywood II Facility Traffic Study
- Metro Transit Police Facility Traffic Study and NEPA Work
- Bus Barn/Garage Traffic Study (Snelling/Saint Anthony)
- NMBG Traffic Study
- Metro Transit Parking Study

Concept and Preliminary Design Plans

- Hennepin Avenue Bus-Only Lanes, Minneapolis
- Maryland and Arcade intersection modification preliminary/final design

TSP Operations / Bus Operations Projects

- Route 54 Transit Signal Priority (TSP) Design
- Transit Signal Priority (TSP) Audit
- Roseville Transit Signal Priority
- Snelling Transit Signal Priority (TSP) Benefit Evaluation
- Transit Signal Priority (TSP) Expansion Options Research

In addition to our master contract, SRF has partnered with Metro Transit on numerous planning projects, including Network Next and several BRT projects within the Twin Cities.



▶ OMAHA METRO A&E SERVICES CONTRACT | OMAHA, NEBRASKA



CLIENT REFERENCE

Joy Willoughby, Senior Project Manager
Engineering/Transportation/Planning
Omaha Metro
402-341-7560 | jwilloughby@ometro.com

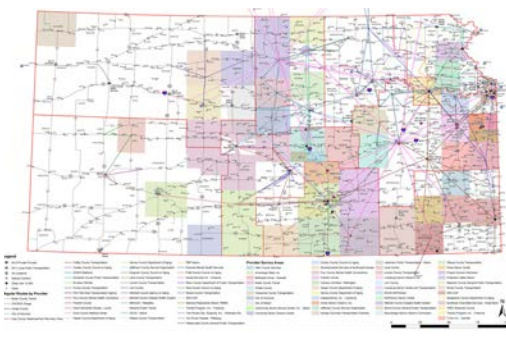


SRF was selected by Omaha Metro to support their planning, facilities architectural and engineering needs for a multi-year contract. As part of that contract, SRF has assisted Omaha Metro with the following projects:

- Design and construction administration services for the Northbound and Southbound transit shelters along 24th Street and 20th Street as well as for rehabilitation of the California Street pedestrian mall on the Creighton University campus.
- Concept development for building improvements, enhancing Metro's environmental sustainability, including installing CNG sensors, repairing building skylights, and parking lot replacement and interior air quality and environment conditions.
- Enhancing two of the metro area transit centers to support real-time bus information, provide expanded surveillance capabilities, and provide current schedule information on monitors.
- Creation of the metro's first intermodal corridor/center from 24th Street to 20th Street through the Creighton University campus. The project brought together transit, private auto, pedestrian, bicycle, and rental car modes.
- Technical and public engagement support for the 2021-22 MetroNEXT strategic planning project.
- Preparation of the 2018 transit development plan, including an on-board user survey and stop level boarding-alighting counts.

In addition to providing engineering and planning services, we are developing the appropriate subconsultant team from our pre-qualified partners, managing all projects from design through construction with Metro staff, and providing contractor oversight during construction.

▶ KDOT COORDINATED TRANSIT PLAN | STATEWIDE, KANSAS



CLIENT REFERENCE

Rene Hart, Multimodal Planning/MPO Liaison
Kansas Department of Transportation
700 SW Harrison Street, Second Floor
Topeka, KS 66603
785-296-8593 | Rene.hart@KS.gov

SRF Consulting Group, along with Transitiuity and Groundswell Consulting, worked with KDOT and transit providers across the state to create/update the Coordinated Public Transit-Human Services Transportation Plans for each of the 10 CTDs. The plans cover the range of very rural to dense urban communities and metro areas of the state. Thus, require a team with a broad range of skills and experience.

In completing the plans, SRF was responsible for:

- Working with agencies, the public, and KDOT staff to identify gaps and needs.
- Facilitating meetings with the Statewide Coordination Committee organized as part of the update process.
- Identifying strategies that reflect the goals of the Public Transit Business Plan and the unique needs of the coordinated transit plan target population.
- Preparing an implementation plan that takes into account the ease/difficulty of implementation, support for the concept, and funding availability.
- Preparing 10 unique documents around a consistent framework for each CTD.



▶ BILL TROE | PROJECT MANAGER



Bill has more than 35 years of regional, subarea, and multimodal corridor transportation planning experience. Through his work from project conceptualization through implementation, he understands how the local tools and transportation and land use conditions can work in concert to develop technically feasible solutions for the area. Bill's areas of practice include regional transit planning, transit and roadway corridor planning and multimodal subarea planning.

Bill has been the project manager and/or lead transportation planner on numerous regional and statewide fixed route and demand-response transit service assessment projects and coordinated public transit–human services transportation plans. His responsibilities have included working with staff and the public to identify local issues, preparation and analysis of transit forecasts and land development concepts, coordination efforts, public/staff involvement, multi-level transit alternatives screening, preparation of capital improvement plans, preparation of the report document, and obtaining approval of the plan elements.

Areas of Expertise

- Transit Corridor and Subarea Studies
- Regional Transit Needs Assessments
- Regional Long-Range Plan Development/Implementation
- Transit Strategic Plans
- Transit Alternatives Analysis

Education

Master of Urban and Regional Planning, University of Iowa, 1985

Certificate in Transportation Planning, University of Iowa, 1985

Bachelor of Science in Community and Regional Planning, Iowa State University, 1983

Professional Affiliations

American Planning Association

Intelligent Transportation Society of America

Institute of Transportation Engineers

Relevant Experience

Rapid Transit System Transit Development Plan, Rapid City, South Dakota. Project manager for assessing service and demographics for the metro area that has not addressed the loop route structure for more than 10 years. The team was responsible for completing an on-board and a community transit survey, assessing current needs and gaps, developing service alternatives that address higher and lower density areas of the city, developing a capital plan for replacing fixed route vehicles and preparing an implementation plan. Engaging all portions of the diverse community was completed through a mixed program of in-person and digital events and activities.

Fort Wayne-Citilink Transit Development Plan, Fort Wayne, Indiana. Bill served as the project manager for preparing the first update to the transit plan in approximately 10 years. Over this time adjustments had been made to the system, however, a comprehensive review and coordinated plan of action had not been prepared. The TDP included a review of the system at the route and segment levels, analysis of the Citilink system relative to peers, review of the capital needs, development of three future system improvement concepts, and support to Citilink's on-going outreach program.

CRANE Public Transportation Agency Safety Plan (PTASP), Grand Island, Nebraska. As part of SRF's On-call Transportation Planning contract with the NDOT, we prepared the initial public transportation safety plan (PTASP) compliant with FTA guidance. As part of the effort, SRF staff worked with CRANE, Grand Island MPO and NDOT staff to establish safety targets to apply going forward; a program of data to collect; a risk assessment process; suggestions for on-going safety training and outreach. The plan was developed and approved within a time period of approximately four months.

Ames Transit Agency (CyRide) Maintenance and Storage Facility Space Planning Study, Ames, Iowa. Bill was the project manager. He worked closely with CyRide and university staff to define the functional elements that need to be incorporated into the facility, how these elements work with the new administration building, the area required to accommodate each function, alternatives to try to contain all functions within the current site, and alternate site locations/concepts if the current site proved to be too small.

Omaha Metro Area Transit Alternatives Analysis, Omaha, Nebraska. Bill was the Deputy Project Manager for the project, which included assessing the impacts associated with modification of the current service structure to a hub and spoke operation, assessment of the feasibility of alternate line haul concepts including BRT and light rail, and assessment of the costs and benefits associated with establishment of a true regional transit authority. Bill has also assisted Omaha Metro Area Transit in development of a federal funding cost allocation plan.

▶ JOE KAPPER, AICP | LEAD TRANSIT PLANNER



Joseph is an urban and regional planner with a broad background in transportation policy analysis, transit planning, community development, and effective public program and project delivery. As a member of SRF's Transit Planning practice, Joseph provides technical assistance in transit planning throughout the Upper Midwest and Great Lakes regions. His focus areas include leading strategic planning efforts for transit agencies, transit service and operations planning, university campus transit planning, state and federal compliance, Americans with Disabilities Act (ADA) planning, and community engagement. He works with transit managers and policymakers in a variety of settings to improve the effectiveness and efficiency of a variety of transit modes. In addition to working on urban transit corridor projects, he specializes in working with state departments of transportation as well as mid-sized urban and rural communities.

Areas of Expertise

- Transit Planning and Analysis
- Community Development
- Management of Transit Operations
- Budget and Policy Analysis

Education

Master of Urban and Regional Planning, Humphrey Institute of Public Affairs, University of Minnesota, 2009

B.S., Geography, Certificates in Global Cultures and Integrated Liberal Studies, University of Wisconsin – Madison, 2007

Certification

American Institute of Certified Planners #025494

Professional Affiliations

American Planning Association, Minnesota Chapter

Women's Transportation Seminar – Minnesota Chapter

Relevant Experience

Northeast Wisconsin Commuter Service Feasibility Study. Joe served as the project manager for the consultant team tasked with developing a commuter transit framework for the I-41 Corridor in Northeastern Wisconsin. SRF is currently working with the East Central Wisconsin Regional Planning Commission (ECWRPC) to finalize recommendations for commuter bus service along I-41 in Wisconsin, including recommendations for local transit connections and mobility hub facilities in Green Bay, Appleton, Oshkosh, and Fond du Lac.

Metro Transit Network Next, Twin Cities, Minnesota. Network Next is developing vision for Twin Cities' bus network from now to 2040. The project involves evaluating changes across a spectrum of transit improvements, including improved local and express routes, new arterial BRT lines and integrated shared mobility options. Task lead for developing service and design standards for current and future BRT lines. Work includes strategic planning with partners, researching and developing national best practices, and coordinating multidisciplinary work across multiple consultants in transit service planning and facility design.

Metropolitan Council Service Allocation Study, Twin Cities, Minnesota. Leading study of regional transit's competing roles of serving largest geography possible and best serving the areas that generate the most ridership. Coordinating efforts related to policy-maker and transit agency engagement and supporting development of transit service scenarios. Work involved staffing a project management team, facilitating virtual planning workshops via Zoom, and performing GIS/technical analysis related to transit service planning and development scenarios.

Metro COG MATBUS Transit Authority Study, Fargo, North Dakota and Moorhead, Minnesota. Joe is SRF's project manager for the MATBUS Transit Authority Study. Currently underway, the MATBUS Transit Authority is exploring improved funding and governance methods for the MATBUS system. Key project tasks include a funding gap analysis, peer research on authority models, an extensive outreach approach with technical and policy groups, and subcontractor coordination.

Oshkosh Transit Development Plan – Route 9 Service Analysis—Supporting East Central Wisconsin Regional Planning Commission. SRF was hired for service planning and stakeholder outreach focused on offering recommendations to improve GO Transit Route 9, and conduct an alternatives analysis. Joe served as project manager for this work, and oversaw technical analysis, stakeholder workshops, and meetings with the project management team. This work was incorporated into a final deliverable in the GO Transit TDP.

Green Bay Metro Microtransit Implementation Assistance, Wisconsin. Joe served as the project manager, working with Green Bay Metro Transit and the Brown County MPO to assist the transit agency with deploying a microtransit service in partnership with Via. Key tasks in the project involved conducting a market analysis for on-demand service, developing a specification for a transit service provider, defining the geography of microtransit service, and establishing performance measures. Key deliverables were a report and on-call assistance through the initial phases of implementation.

WisDOT Management Performance Reviews of Urban and Rural Transit Systems, Wisconsin. Beginning in 2016, SRF was selected to lead a technical analysis team for review of transit systems in the rural, small urban, and large urban categories determining the effectiveness and efficiency of the public transportation systems. Joseph served as project manager, and thoroughly assessed the performance of each transit system through peer group and trend analysis, conducted in-depth field reviews of each system, and then provided recommendations for local management and an implementation plan for improving system performance. Joseph oversaw the performance review of GO Transit through this process.

▶ MENNO SCHUKKING, AICP | TRANSIT PLANNING



Menno is a transit planner located in the SRF St. Paul office. He manages tasks on transportation and transit projects through survey design and analysis, public engagement, transit service and capital planning, policy development, transit safety risk management, financial and funding analyses, GIS mapping, data gathering and visualization, drafting memos, and writing reports.

Areas of Expertise

- Transit Planning
- Public Engagement and Surveying
- Geographic Information Systems (GIS)
- Data Analysis and Presentation

Education

Master of Science, Urban and Regional Planning, The University of Iowa, Iowa City, Iowa, 2017

Bachelor of Arts, History, Northern State University, Aberdeen, South Dakota, 2015, Summa Cum Laude

Certifications

American Institute of Certified Planners #32228

Professional Affiliations

American Planning Association

Minnesota Chapter Member

Relevant Experience

Network Next, Metro Transit, Minnesota. Evaluated 20 corridors for potential arterial BRT service based on measures of ridership, equity, growth potential, and financial sustainability. Sited potential station locations for 10 corridors, and authored chapters and developed maps for project reports.

Southern Minnesota Regional Transportation Coordinating Council. Led the development of the Phase I RTCC planning document by facilitating meetings with transportation, human and social service providers in the Mankato area. Developed the foundation document for the council.

MnDOT Five Year Transit System Plans, Minnesota. Analyzed data and input from transit staff, riders, and other stakeholders to develop service and capital plans for rural transit systems in Southeast Minnesota.

Rochester Rapid Transit BRT NEPA DCE, Minnesota. Wrote three chapters on the potential impacts to right-of-way, community facilities and visual qualities for the environmental document of the proposed Bus Rapid Transit project.

Public Transit Agency Safety Plan (PTASP), Mankato Transit, Minnesota. Lead author of the Mankato Agency Safety Plan, which established a Safety Committee and a performance-based Safety Risk Management process.

La Crosse Regional Transit Development Plan, Wisconsin. Lead author and task lead for public engagement, service planning, capital planning, financial planning, and plan documentation for this TDP spanning three transit agencies in the La Crosse area, with an emphasis on agency coordination.

Nebraska DOT Public Transportation Agency Safety Plans. Prepared agency safety plans for transit systems in Omaha and Lincoln through a series of workshops that set up a process for identifying hazards, risks, consequences and risk mitigation strategies and performance measures for Omaha Metro and Lincoln StarTran. Identified hazards with staff and explored potential mitigation strategies.

MetroNEXT, Omaha Metro, Nebraska. Task manager for developing, evaluating and prioritizing service and capital expansion alternatives based on measures of equity, connectivity, rider experience, and environmental stewardship.

Transit Agency Management Performance Reviews, Wisconsin DOT. Managed the transit performance review for urban and rural transit agencies throughout Wisconsin, comparing performance to peers, evaluating management practices, and providing recommendations for future service and capital projects.

Metro COG MATBUS Transit Development Plan, Fargo, North Dakota and Moorhead, Minnesota. Managed the public engagement, including a community survey, stakeholder meetings, virtual open houses, and an interactive wikimap. Facilitated study review committee meetings and managed the coordinated human service transportation plan task.

Metro COG MATBUS Transit Authority Study, Fargo, North Dakota and Moorhead, Minnesota. Researched the FTA 5307 federal funding program tiers and explored financing alternatives for Fargo-Moorhead to transition to a transit authority.

▶ ALEC MORE, AICP | TRANSIT PLANNING



Alec is a talented transportation planner with 17 years of planning and public policy experience. He specializes in project management for transit capital infrastructure projects, systems and operations plans, coordinated land use and transportation plans, economic analysis modeling, and population demographic analyses. He has extensive experience with National Environmental Policy Act (NEPA) regulatory requirements and has served as a lead author and analyst for Environmental Assessments, Environmental Impact Statements, and Categorical Exclusions. Alec has a detailed understanding of how to guide projects through the Federal Transit Administration's Section 5309 Capital Investment Grant (CIG) programs including New Starts, Small Starts, and Core Capacity.

Areas of Expertise

- Public Transportation Systems and Operations Planning
- Public Involvement
- FTA Programs & Policies
- ADA, Title VI & Environmental Justice
- Economic Analysis Modeling
- Regional Transportation Systems Planning
- Environmental Analysis

Education

University of Minnesota, Minneapolis, MN - Master of Urban and Regional Planning, 2008

College of Wooster, Wooster, OH - Bachelor of Arts, 2002

Central Piedmont Community College, Charlotte, NC - Associates in Applied Science, Candidate (Construction Management)

Certifications

American Institute of Certified Planners

Professional Affiliations

American Public Transportation Association

American Institute of Certified Planning

Relevant Experience

VIA Metropolitan Transit General Engineering and Planning Consultant, San Antonio, Texas. Deputy project manager for General Engineering and Planning Consultant services contract with VIA Metropolitan, helping to lead the planning for the North-South and East-West Advanced Rapid Transit (ART) corridors in San Antonio. Responsible for general project management activities including invoicing, progress reporting, record keeping, task oversight, project schedule adherence, and quality management. Overseeing the planning activities related to the project including analysis of existing corridor transit service, operations planning, identification of corridor needs and opportunities, station area planning, and stakeholder coordination.

CONNECT Beyond 2045, Charlotte, North Carolina. As a member of the consultant team, oversaw travel forecasting and initial planning of a future high-capacity transit (HCT) network serving the 12 county, two state Charlotte metropolitan region. Led the planning, evaluation, and comprehensive vision for the future HCT network. Evaluation identified 12 corridors as ready for HCT implementation, while specifying preparedness strategies for the remaining candidate corridors. The assessment first developed travel markets and high-level origin-destination travel modeling, later assessing demographic and transit propensity elements to identify candidate HCT corridors. The analysis also considered the addition of commuter rail corridors serving the Charlotte region. The resulting analysis and recommendations were presented to the Advisory Committee comprised of regional elected officials, mayors, and senior city staff.

Brooks Street Corridor Transit Oriented Development Infrastructure Study, Missoula, Montana. Principal transit planner responsible for developing a transit-oriented development and programmatic roadway investment strategy for the Brooks Street corridor, part of the National Highway System (U.S. Highway 12). Owned and maintained by the Montana Department of Transportation, the plan specifies an investment strategy to add or expand sidewalks and regional trail systems; addition of bicycle lanes, and Bus Rapid Transit runningways and stations; policy strategies to promote economic development in the corridor; and streetscape improvements, green infrastructure, and upgrades to intersections and signal systems to promote cross-corridor connections and enhance automobile throughput. Project partners include the City of Missoula, Missoula Redevelopment Agency, and Mountain Line Transit. Added responsibilities included developing a funding strategy including local, state, and federal funds. This study has included extensive coordination with project partners, the public, and local elected officials.

Mill Plain Boulevard BRT, Vancouver, Washington. Serving as the FTA coordination lead as the project pursued Small Starts funding. In 2020, the project signed a Small Starts Grant Agreement for \$25 million. Responsibilities included leading the project sponsor through the Project Development process, including authorship of the Project Justification rating materials and later the readiness documentation effort. The project successfully pursued the use of Project Justification Warrants, as well as accelerated environmental review via a Categorical Exclusion.

Kansas City Streetcar Main Street Extension, Kansas City, Missouri. Led development of the project's New Starts submittals for Project Justification and Project Readiness. In May 2020, the project was first granted admittance into Entry into Engineering, and in December 2020 received a \$174 million Full Funding Grant Agreement, signed in January 2021. Advised project leaders with the Kansas City Streetcar Authority, City of Kansas City, and Kansas City Area Transportation Authority on the FTA New Starts application process with respect to design decisions or operations elements and their grant application. Participated in Risk Assessment reviews, creation of the Risk and Contingency Management Plan, and general oversight of the Risk Register. Principal author of the Project Justification rating templates and Project Readiness documents including the Project Management Plan and subplans. Participant in quarterly review meetings with FTA Region VII and Project Management Oversight Consultant (PMOC) staff.

▶ MATTHEW STEGEMAN | TRANSIT PLANNING



Matthew joined SRF in 2018 as a Planner in the Transit Planning Group. An Illinois native, he graduated with a Master of Urban Planning and Policy from the University of Illinois at Chicago in 2015. Prior to joining SRF, Matt served as a Senior Planner with Pace Suburban Bus, where he played a key role in planning and implementing fixed-route bus projects and on-demand transit solutions. Matt brings a wealth of experience in transit service planning and a passion for public engagement. He specializes in designing context-sensitive transit solutions to meet community needs.

Areas of Expertise

- Transit Service Planning
- Shared Mobility Planning
- Transit Ridership Forecasting
- Project Management
- Software and Data Analysis
- Grant Writing

Education

Master of Urban Planning and Policy, University of Illinois at Chicago, 2015

Bachelor of Science in Business Administration (Economics), Saint Louis University, 2013

Professional Affiliations

American Planning Association

Young Professionals in Transportation

Transport Chicago

Relevant Experience

Metropolitan Council Bus Service Allocation Study, Twin Cities, Minnesota. In 2020, SRF and Nelson\Nygaard assisted the Metropolitan Council in assessing the region's current allocation of transit service across a broad array of communities, transit modes, and operating contexts. Matt led outreach with the region's transit agencies to assess existing conditions and synthesize each provider's transit planning practices and priorities, including for fixed route bus and demand-response services. SRF also assisted in developing and evaluating multiple bus service improvement scenarios to illustrate the impact of different regional investment strategies.

Metro Transit Network Next, Twin Cities, Minnesota. In 2020, SRF assisted Metro Transit in identifying, evaluating, and prioritizing the region's next Arterial BRT lines. Matt assisted in developing the evaluation framework, conducting GIS analysis, and producing ridership forecasts using the FTA's STOPS model. In 2021, SRF will continue to support Metro Transit in updating the agency's service standards and future service plans for local and express routes.

WisDOT Transit Management Performance Reviews, Wisconsin. In 2016, SRF was selected to lead a technical analysis team in conducting performance reviews of 28 Wisconsin transit agencies over four years, with a focus on route-level and system-level performance metrics, management efficiency and effectiveness, and long-term operational sustainability. In 2019, Matt assisted SRF in conducting peer analyses and on-site reviews for 5 transit agencies, as well as producing summary reports and recommendations to improve performance.

Valley Transit Service Review, Appleton, Wisconsin. In 2019, SRF assisted the East Central Wisconsin Regional Planning Commission in producing a five-year transit development plan for Valley Transit, the transit provider for the City of Appleton and surrounding communities in northeastern Wisconsin. This plan included a detailed evaluation of all existing transit routes, as well as recommendations for route restructuring, frequency improvements, marketing, and funding allocation. Matt assisted with public outreach, produced the project's cost impact analysis and led development of the final plan.

Mountain Metropolitan Transit Business Plan, Colorado Springs, Colorado. In 2019, SRF conducted a review of existing best practices related to fixed-route and ADA paratransit contracting on behalf of Mountain Metropolitan Transit, the transit provider in Colorado Springs. Matt led SRF's review of existing literature, survey of peer transit agencies, and development of recommendations for management.

MnDOT Five-Year Transit Plans, Minnesota. In 2018 and 2019, SRF managed the development of five-year transit plans for seven transit agencies in Greater Minnesota. Matt led the production of service planning recommendations, cost impact analysis, and final plans for TRUE Transit, Rolling Hills Transit, and Minnesota River Valley Transit (MRVT). These plans included detailed analysis of existing route- and system-level performance as well as future cost projections that will assist each agency and MnDOT in planning for capital and operating needs through 2025.

Northeast Wisconsin Commuter Service Feasibility Study. In 2018 and 2019, SRF worked with the East Central Wisconsin Regional Planning Commission to evaluate opportunities for commuter bus service options along the I-41 corridor in Northeastern Wisconsin. Matt served as the lead planner on the project, developing an assessment of existing conditions, conducting stakeholder outreach across four metropolitan areas, and producing recommendations for the final report.

City of Rochester BRT Circulator, Minnesota. Since 2019, Matt has been supporting SRF's work with the City of Rochester to advance the Rochester Rapid Transit project. As SRF's primary transit service planner on the project, Matt led the development of detailed operations and maintenance cost estimates for the project's FTA Small Starts application, and has worked with RPT staff to coordinate local bus improvements and electric vehicle improvements with the Rapid Transit project.



▶ ALICIA VALENTI, AICP | TRANSIT PLANNING



Alicia is an urban planner with a passion for and commitment to providing excellent public transit. A graduate of the Masters of Urban and Regional Planning program at the University of Minnesota's Humphrey School of Public Affairs, Alicia's studies and work focus on transit and its connections to social equity and environmental sustainability. Alicia has a strong command of public engagement strategies, transitway development, transit-oriented development, and station area planning.

Areas of Expertise

- Community Engagement
- Transitway Development
- Environmental Documentation
- Station Area Planning
- Transit-Oriented Development

Education

Master of Urban and Regional Planning, Humphrey School of Public Affairs, University of Minnesota, 2018

Bachelor of Arts, Public Administration, Auburn University, 2015

Certifications

American Institute of Certified Planners #32504

Professional Affiliations

American Planning Association, Minnesota Chapter

Women's Transportation Seminar, Minnesota Chapter

Relevant Experience

City of Raleigh, Wake BRT: New Bern Avenue, North Carolina. As the City of Raleigh plans and designs the first BRT route in its proposed system, Alicia is playing a critical role in developing system policies and standards that will guide the design and implementation of the full Wake BRT system.

Town of Chapel Hill, North-South BRT, North Carolina. Alicia assisted in writing the class of action request for the North-South BRT Project's environmental analysis and is conducting the environmental justice analysis for the federal environmental document

City of Rochester, Rochester Rapid Transit Project, Minnesota. Alicia plays a key role in the community engagement team for the Rochester Rapid Transit Project, developing and implementing strategies to provide information about the project and gather input to inform project decisions in an inclusive, equitable way and create a project that will benefit all members of the community. Alicia is leading the innovative co-design process for the project, in which several Rochester residents have been hired to gather in-depth feedback from members of their community and assist in the development of station design. Additionally, Alicia contributed significantly to the project's Alternatives Analysis and Small Starts entry application and is conducting the analysis of the project's social benefits and impacts for the federal environmental document.

Ramsey County Regional Railroad Authority, Rush Line BRT Project, Minnesota. Alicia is a vital member of the public engagement team responsible for outreach focused on raising awareness of the Rush Line BRT Project and establishing the project definition to be used in conducting the environmental analysis. With a focus on equity, inclusivity and geographic representation, Alicia seeks out community events where the project team can effectively engage with the racially, ethnically and linguistically diverse communities in the corridor to gather input and shape the project to best serve these residents, employees and other stakeholders. Alicia also evaluated the project's benefits and impacts to future land use, economics, and community cohesion for its Environmental Assessment.

IndyGo Red Line Transit Impact Study, Indiana. Indianapolis Metropolitan Planning Organization pursued a Transit Impact Study to examine the existing conditions in the Red Line corridor at the time of its construction. Alicia played a crucial role in data analysis, report writing and establishing a framework to complete an After study at a later date.

Valley Transit – Transit Development Plan, Appleton, Wisconsin. The purpose of this project is to evaluate the existing transit system, develop strategies to improve connections between transit services, and understand how to position the system to meet future needs in the greater Appleton area. To this end, Alicia identified community and stakeholder groups to engage with, developed strategies to meet with these groups in comfortable and accessible settings, and assisted in development of engagement materials.

WisDOT Transit Management Performance Reviews, Wisconsin. SRF was leading a technical analysis team charged with reviewing 21 rural, small urban and large urban transit systems across Wisconsin to evaluate the effectiveness and efficiency of these transit systems. Alicia is a member of the consultant team charged with thoroughly assessing the performance of each transit system through peer group and trend analysis, conducting in-depth field reviews of each system, and then providing recommendations for local management and an implementation plan for improving system performance.

▶ EAVAN MOORE | TRANSIT PLANNING



Since joining SRF, Eavan has been responsible for working with transit agencies and stakeholders to complete a broad range of service improvement projects from BRT to demand response service. Her responsibilities have included demographics assessment, evaluating needs and gaps in services, identifying and assessing alternate service concept and engaging users and agency representatives in all aspects of projects.

Areas of Expertise

- Long-Range Plan Development
- Active Transportation
- Community Engagement
- Transit Alternatives Analysis

Education

Master of Urban and Regional Planning, Portland State University, 2019

Professional Affiliations

American Planning Association
Women in Transportation Seminar

Relevant Experience

Council Bluffs Transit Study, Iowa. Eavan was responsible for working with local stakeholders to understand their goals for transit in the community, identifying potential conflicts between various constituent group priorities, developing service alternatives and estimating capital and operations costs.

Omaha Metro ORBT Operations Preparation, Nebraska. SRF was tasked with preparing Metro Operations staff to implement the first BRT corridor in Omaha. Eavan's responsibilities for this project included assessing potential options for addressing bus bunching, evaluating outsourced or internal costs for maintenance and supporting the diverse Operations Team in their efforts to add the new service line.

BREATHE Oregon, Portland, Oregon. BREATHE Oregon was a research and community outreach program created by the Institute for Sustainable Solutions at Portland State University. As a summer intern, Eavan organized five focus groups on air quality in underserved neighborhoods. She also facilitated collaboration among nonprofits working to improve diesel regulation.

Dodge Street Bus Rapid Transit Engagement and Operations Implementation, Omaha, Nebraska. Eavan supported final BRT implementation to inform users and stakeholders in Omaha as well as internal Metro Transit efforts to engage staff. Eavan also supported facilitation efforts with internal stakeholders to address key operations policies and program documentation.

Omaha Metro and StarTran Safety Plans, Omaha, Nebraska. Eavan was the lead planner in developing the Omaha Metro Transit safety plan in compliance with 2018 FTA directives for plans to promote the safety management system process. Her work included addressing risks, developing plans for safety promotion and supporting workshops with Metro staff. Responsibilities for the Lincoln Plan included risk assessment and promotion documentation. Eavan was responsible for developing local policy and procedure programs for the initial safety plan developed for Omaha Metro Transit fixed route, BRT and paratransit services.

Sioux City Downtown Transportation Plan, Iowa. Eavan was the planner responsible for integrating the modal system assessments into a cohesive multimodal plan for existing and future conditions. She also participated in the local engagement efforts through the stakeholder committee and organized the community surveys.

▶ JACKIE NOWAK | TRANSIT ANALYST



Jackie works on data analytics, transit planning, and travel demand forecasting projects at SRF. She has experience studying multi-modal travel behavior from planning, engineering, and data analyst perspectives. For her Master of Science thesis, Jackie investigated how multimodal park access in the Twin Cities varies across demographic and socioeconomic groups. She also completed a comprehensive study of transit route choice in the Twin Cities using Travel Behavior Inventory data. She also completed a comprehensive study of shared mobility in the Twin Cities from a transit agency lens for her Master of Urban and Regional Planning Capstone Project. She is proficient in software programs including: R, Python, STOPS (attended NTI training in September 2019), Cube, Synchro/SimTraffic, and ArcGIS. Her work at SRF focuses on data analysis and visualization, transit forecasts, traffic forecasts, and travel demand model development.

Areas of Expertise

- Transit Modeling
- Traffic Engineering
- Transportation Planning
- Data Visualization
- Statistical Analysis

Education

M.S., Civil Engineering, University of Minnesota, 2020

M.U.R.P., Urban and Regional Planning, Humphrey School of Public Affairs, University of Minnesota, 2018

B.C.E., Civil Engineering, University of Minnesota, 2016

Certifications

STOPS Model Training

Professional Affiliations

Institute of Transportation Engineers

Women in Transportation Seminar

Relevant Experience

Riverview Corridor Engineering and Pre-environmental Assessment, Twin Cities, Minnesota. Led ridership forecasting effort to aid in project decision making using the Federal Transit Administration's Simplified Trips On Project Software (STOPS). Developed forecast review and comparison tool using Microsoft Power BI. Evaluated differences between STOPS-based forecasts and activity-based model forecasts.

Hwy 252 Transit Feasibility Study, Twin Cities, Minnesota. Coordinated joint development of highway and transit forecasts for input to a pre-EIS scoping decision document. Incorporated results of highway forecasts into STOPS to provide transit forecasts in context of potential highway configurations.

Network Next, Twin Cities, Minnesota. Led ridership forecasting effort to support a broader decision-making framework. Created a STOPS application using publicly available data. Prepared data using R and ArcGIS. Reported results to a diverse group of stakeholders with limited technical experience.

Rush Line Corridor Environmental Assessment, Twin Cities, Minnesota. Applied the Federal Transit Administration's Simplified Trips On Project Software to produce transit ridership forecasts. Created visualizations using R and GIS to explain different sensitivity analyses.

Rochester Downtown Transit Circulator, Rochester, Minnesota. Coordinated with the Federal Transit Administration to begin the forecasting process for a downtown transit circulator in Rochester, MN. Developed understanding of FTA Warrants process and produced forecasts accordingly. Processed GTFS data using R to estimate transit-in-service hours.

Hennepin County Traffic Forecasting and Travel Demand Model Update, Minnesota. Validated forecast model results using the Metropolitan Council's Travel Behavior Inventory Data. Manipulated data sources to comparable formats and calculated statistical measures to show similarity and differences.

METRO Green Line Before and After Study, Twin Cities, Minnesota. Contributed analysis of Metropolitan Council Travel Behavior Inventory On-Board Survey Ridership data. Cleaned and aggregated ridership data in R to show travel behavior trends after METRO Green Line opening. Compared trends predicted using forecast model to data.

TH 10 Add a Lane, Anoka, Minnesota. Applied Anoka County's travel demand model in Cube to generate forecasts along the TH 10 corridor in Anoka, MN. Altered network to model different corridor scenarios. Documented work in formal memo.

TH 169 Preliminary Design, Elk River, Minnesota. Produced background data for forecast model runs in the study area. Assessed land use and existing transportation network to establish where growth will occur for future forecast model run. Used GIS to analyze land use patterns.

▶ HANA RANDLE | TRANSIT PLANNING



Hana works on transit planning and travel demand forecasting projects at SRF. She has experience studying multi-modal travel behavior and transportation equity from a holistic data-oriented perspective. For her Master of Urban and Regional Planning capstone project, she also completed a comprehensive analysis of transit access to non-work destinations in the Twin Cities, ultimately guiding development of the F Line BRT. She is proficient in software programs including: STOPS, ArcGIS, and R. Her work at SRF focuses on spatial and non-spatial data analysis, transit ridership forecasting, and accessibility analysis.

Graduate Research Assistant, Center for Transportation Studies – Accessibility Observatory

Just before starting at SRF, Hana worked as a Graduate Research Assistant with the Accessibility Observatory, specializing in new and innovative research on alternative ways of measuring and understanding transit accessibility from an equitable mobility lens. Her work at the Accessibility Observatory included an independent research report on spatial mismatches in accessibility across economic groups, introducing r5r software for use in calculating walking, biking, and transit accessibility, and the development of a python-based tool for generating centroid connectors for use by Cook County, Illinois.

Areas of Expertise

- Transportation Planning
- Data Analysis
- GIS & Web GIS
- Accessibility Analysis
- Statistical Analysis

Education

M.U.R.P., Urban and Regional Planning, Humphrey School of Public Affairs, University of Minnesota, 2022

B.A., Urban Studies, University of Minnesota, 2016

Relevant Experience

Riverview Corridor Engineering and Pre-environmental Assessment, Twin Cities, Minnesota. Conducted ridership forecasting to aid in project decision making using the Federal Transit Administration's Simplified Trips on Project Software (STOPS). Assisted in forecast review and comparison tool using Microsoft Power BI.

Nicollet Central F Line Integration, Minneapolis, Minnesota. Conducted spatial analyses to support FTA Small Starts grant application. Calculated, visualized, and assessed changes in access to non-work essential destinations for various transit service alternatives primarily using r5r.

Purple Line Corridor Environmental Assessment, Twin Cities, Minnesota. Applied the Federal Transit Administration's Simplified Trips On Project Software to produce transit ridership forecasts. Performed accessibility and travel time analyses for transit alternatives for different multi-modal alternatives. Created and visualized walksheds, bikesheds, and drivesheds for proposed station facilities using r5r.

Metro Transit Title VI Equity Assessment, Twin Cities, Minnesota. Developed new methodology for accurately calculating equity impacts of transit services changes across demographics for compliance with Title VI. Calculated and visualized walksheds at different thresholds for planned D Line a BRT for use in Title VI study.

Chapel Hill BRT Transit Oriented Development, Chapel Hill, North Carolina. Conducted spatial analyses in generating precise walk- and bikesheds for planned North-South BRT project. Collected and visualized bike and pedestrian network gap data. Produced maps and other visuals for use in engagement and planning meetings.

Rochester Link BRT, Rochester, Minnesota. Conducted spatial analyses in generating precise walksheds for planned BRT line. Compiled and visualized demographics in study area using Census and LEHD data to support project planning.

Valley Transit Transit Development Plan, Fox Cities, Wisconsin. Manipulated and visualized spatial data to creatively display complex ridership information. Created a variety of maps showing route, demographic, and point of interest data for use in developing TDP.

▶ DAVID KOCOUR, CEP, ENV SP | SENIOR ENVIRONMENTAL SCIENTIST/PLANNER



Dave is an Environmental Scientist with a diverse background in the fields of environmental science and planning. Dave is also a Vice President and Hg's Planning Department Manager. Dave's experience includes managing and preparing environmental impact documents with an emphasis on infrastructure, managing and conducting environmental site assessments (ESA's), managing compliance audits, a variety of field investigations, watershed and water quality analyses, and RCRA permitting/investigations.

Education

Graduate Studies, Environmental Health Science University of Kansas

Bachelors in Environmental Studies, University of Kansas

Registrations

Certified Environmental Professional (CEP)

Envision Sustainability Practitioner (ENV SP)

Professional Memberships

American Public Works Association (APWA)

American Consulting Engineers Council (ACEC) –

Chair ACEC/USACE Liaison Committee

Society of American Military Engineers (SAME) – Secretary, Board of Directors

Industry Tenure

36 Years

Relevant Experience

On-Call Transit Planning Contract, Topeka Metropolitan Transit Agency (Metro) - Topeka, Kansas. Served as Assistant Project Manager for on-call transit planning contract with Metro. Task orders included a fixed route survey, paratransit data collection and analysis, a transit technology assessment, fare structure analysis and calls/coordination with the Metro Board of Directors

On-Call Planning Assistance Contract, Red Bridge Area Plan, City of Kansas City, MO - Kansas City, Missouri. Project manager for providing assistance to KCMO's Planning Department on the Red Bridge Area Plan. Managed assignments for providing transportation analysis, economic development and community surveys of an area of KCMO generally bounded by State Line Road, 83rd Street, I-49 and Blue Ridge Boulevard.

NorthRail Streetcar Extension Refresh Study, Kansas City Streetcar Authority (KCSA) - Kansas City, Missouri. Hg project manager for providing assistance on the preparation of Purpose and Need and Project Costs sections of the study along with participation in public workshops. KCSA in association with the Kansas City Area Transportation Authority conducted this study to identify potential future alignments for the extension of the KCSA streetcar line north across the Missouri River and in to North Kansas City, Missouri.

The Metropolitan Topeka Planning Organization (MPTO) Metropolitan Transportation Plan (MTP) Update, MTPO – Topeka, Kansas. Hg project manager for providing Community Overview, Freight and Intermodal Connectivity, and Environmental Justice and Environmental Impact Analysis document sections for fiscally constrained projects identified in association with the update of MPTO's MTP (Futures 2045).

St. Joseph Area Transportation Study Organization (SJATSO) Metropolitan Transportation Plan (MTP) Update SJATSO – St. Joseph, Missouri. Hg project manager for authoring environmental mitigation chapter and oversight of cost estimating for fiscally constrained projects identified in association with the update of SJATSO's MTP (2045 MTP). Hg also provided support on public outreach for the MTP update as well as traffic count information.

KC Streetcar Riverfront Extension Feasibility Study (FS), Kansas City Streetcar Authority (KCSA) - Kansas City, Missouri. KCSA in association with the Kansas City Area Transportation Authority and PortKC conducted a FS to identify potential future alignments for the extension of the KCSA streetcar line to the Berkley Riverfront area. Dave led the efforts to document stakeholder input and assisted in the engineering evaluation of alternatives and public outreach.

KC Streetcar Main Street Extension Feasibility Study (FS), Kansas City Streetcar Authority (KCSA) - Kansas City, Missouri. KCSA in association with the Kansas City Area Transportation Authority conducted a FS to identify potential future alignments for the extension of the KCSA streetcar line south to an area near the University of Missouri Kansas City campus. Dave led the efforts to document potential hazardous materials sites and oversaw traffic and signal modeling, travel time runs and parking capacity/occupancy studies.

▶ JAKE POTTER, APR | OUTREACH & INVOLVEMENT



Jake Potter works on a broad range of government and quasi-government projects in the areas of public involvement and stakeholder engagement, as well as strategic communication and media relations. Jake has designed, implemented and managed public involvement programs for multiple transportation, stormwater, and infrastructure projects. These programs have reached thousands of public officials, corporate decision-makers, business owners, and motorists in their homes and workplaces and have repeatedly helped meet established public consensus goals.

Jake has provided strategic research and qualitative analysis in support of various nationwide and regional studies and initiatives in the fields of defense, health, water, and transportation. He is well versed in identifying and engaging stakeholder groups and special populations on behalf of cities, counties, metropolitan planning organizations, Departments of Transportation, and engineering/architectural firms throughout the Midwest.

Education

B.S. Communication Studies, University of Missouri – Kansas City

Registrations

Accredited in Public Relations (APR) by the Universal Accreditation Board

Professional Memberships

Public Relations Society of America (2011 – Current);

Greater Kansas City PRSA Board of Directors

(Vice-President of Professional Standards, 2014 –

Current)

ACE Mentor Program of Kansas City, 2010

Board of Directors

Relevant Experience

Mid-America Regional Council (MARC), Kansas City Freight Outlook Study, Kansas City, Missouri. Managed stakeholder engagement program and communications and marketing plan research and development for MARC's Kansas City Freight Outlook Study. Supported a comprehensive input effort from an 18-county study area comprised of facilitated steering committee meetings, focus group sessions, surveys of freight industry providers, and development of a marketing and communications plan specific to transportation and logistics.

National Highway Research Program (NCHRP), Guide to Forming and Sustaining Multistate Transportation Operations Programs (MSTOPs), Nationwide. Stakeholder engagement, researcher and facilitator for the NCHRP Guide to Forming and Sustaining Multistate Transportation Operations Programs. Key decision-makers from across the country were interviewed, and representatives from targeted DOT and transportation agencies were convened for a two-day facilitated workshop.

MARC/North Kansas City, MO, Burlington Corridor Planning Sustainable Places Study, North Kansas City, Missouri. Managed public engagement tasks in supporting conceptual design and traffic studies. Study analyzed and recommended improvements to this roadway corridor for providing a multimodal and aesthetically pleasing travel corridor including a bike track, additional sidewalks, new transit stops, green stormwater solutions, lighting, benches and artwork. Stakeholder engagement was achieved through a series of facilitated steering committee meetings, and public information meeting open houses.

MARC/Independence, MO, Truman and Winner Road Intersection Planning Sustainable Places Study, Independence, Missouri. Managed public engagement task for study that analyzed and recommended improvements to this intersection and nearby areas adjacent to Van Horn High School including improved bus loading/unloading routes and sidewalks. Public involvement involved outreach with neighborhood groups and faith-based organizations, and partnering with the high school to involve parent/school groups as well as student government.

Industry Tenure

18 Years

▶ STEPHEN WELLS, AICP | SENIOR PLANNER



Steve is a Vice President and Project Manager Hg Consult's Transportation and Environmental Planning Group. Steve has extensive project management experience on transportation planning projects throughout the nation, including environmental impact studies, transportation feasibility studies, multi-state high priority corridor studies, traffic impact evaluations, travel demand modeling studies, state, regional and local transportation master plans, state and regional freight plans, as well as transportation economic evaluations.

Education

Master of Urban and Regional Planning, Transportation Planning Sectoral - University of Iowa, 1992

Registrations

American Institute of Certified Planners (AICP)

Professional Memberships

American Planning Association

TRB – Environmental Analysis in Transportation, Friend of the Committee (ADC10)

ARTBA Young Executive Leadership Council

RTBA Central Leadership Team

Industry Tenure

28 Years

Relevant Experience

Kansas Statewide Freight/Rail Plan, Kansas Department of Transportation. Assisted in the development of KDOT's State Freight and Rail Plan including the identification of stakeholder issues and authored stakeholder involvement portion of the Plan.

TxDOT Trunk Road System Evaluation and Corridor Study Recommendations, Texas DOT. Deputy project manager responsible for the re-evaluation of the TxDOT Trunk Road System – a roadway system developed in the 1980s to develop priorities for transportation improvement. The new trunk road system being developed will help guide decisions on which corridors to prioritize, which ones to convert into four-lane freeways, and which to improve to super-2 facilities.

TxDOT National Highway System (NHS) Evaluation, Texas DOT. Deputy project manager responsible for the re-evaluation of the TxDOT NHS Network – a federally required roadway network designed to develop priorities for transportation improvement. The revised NHS system being developed will help guide decisions on which corridors to prioritize in both urban and rural corridors.

Northeast Industrial Access Freight Study, Waterloo, Iowa, Iowa Northland Regional Council of Governments. Task manager responsible for overall freight analysis and improvement recommendation for improving rail and truck freight access into Waterloo's largest industrial park – home to both a large John Deere Manufacturing Plant and a Tyson Pork Processing Plant. Conducted one-on-one interviews with both shippers and receivers, identified freight bottlenecks and helped development an overall improvement plan for the region.

US 169/I-70 & O'Neil Bridge PEL, Mid-America Regional Council, City of Kansas City, MO & MoDOT. Deputy Project Manager for the planning & environmental linkages study for the US 169 and the north half of the I-70 downtown loop in Kansas City, Missouri. Was responsible for the development of the project management plan, the existing conditions report, the purpose & need statement, drafting the final PEL document, and developing the NEPA implementation plan.

I-80 PEL – Council Bluffs to Davenport, IA, Iowa DOT. Project Director responsible for the development of the tolling feasibility and the modal options technical memoranda, as well as the production of the final report for this planning and environmental linkages study of 280 miles of I-80 across the state of Iowa. Was responsible for coordinating efforts of the various task managers, compiling the final NEPA implementation plan, and producing the PEL final report.

I-380 PEL- Cedar Rapids to Iowa City, IA, Iowa DOT. Project Manager responsible for final development of PEL report, NEPA implementation plan, and coordination with several consulting firms for this 14-mile interstate highway. The final recommendation was to widen the facility to six-lanes plus to integrate accommodations for corridor management, multi-modal, and autonomous and connected vehicles.

I-35 Austin to San Antonio PEL, Texas DOT. Deputy Project Manager for the initial feasibility study and PEL for the 45-mile section of I-35 between Austin and San Antonio. Responsibilities included public outreach with the various stakeholders, development and evaluation of various improvement alternatives, as well as the development of a transportation technology technical paper evaluating future technologies that could be integrated into the corridor, including hyperloop, truck platoons, AV/CV, autonomous trains, etc.



SUBCONTRACTORS AND DBE PARTICIPATION

SRF has an excellent history of assembling highly qualified teams for transit-related projects and on-call service contracts. We have a successful working relationship with our subconsultant partner, HG Consult. Staff from HG Consult will participate in those areas best suited to their respective areas of expertise.

ACKNOWLEDGEMENT

Corporation

STATE OF Minnesota)
)
COUNTY OF Hennepin)
)

I, Lauren Dabill, a Notary Public in and for said County, in the State aforesaid, do hereby certify that Todd Polom [Signature], and _____, of SRF Consulting Group, (a corporation)

who are each personally known to me, appeared before me this day in person and severally acknowledged that they signed, sealed and delivered the foregoing instrument as their free and voluntary act as officers of the corporation identified above as the Proposer, and as the free and voluntary act of said corporation, for the uses and purposes therein set forth.

Given under my hand and notary seal, this 10 day of December, 2022.

My Commission Expires:

January 31, 2026

Lauren Dabill
Notary Public

(SEAL)



ACKNOWLEDGEMENT OF ADDENDA

The following form shall be completed and included in the proposal. Failure to acknowledge receipt of all addenda may cause the proposal to be considered unresponsive to the solicitation. Acknowledged receipt of each addendum must be clearly established and included with the Proposal. Make copies of this form if more than five (5) addenda were issued.

ACKNOWLEDGEMENT OF ADDENDA

The undersigned acknowledges receipt of the following addenda to RFP TM-23-01:

Addendum Number Q&A #1 Dated: 12/2/22

Addendum Number _____ Dated: _____

Addendum Number _____ Dated: _____

Addendum Number _____ Dated: _____

Addendum Number _____ Dated: _____

Proposer SRF Consulting Group

Street Address 950 South 10th Street

Street Address Suite 8

City, State, Zip Code Omaha, NE 68108

Authorized Signature 

Name William Troe

Title Project Director - Transportation Planning

Telephone Number 402.513.2158

Facsimile Number (FAX) 1.866.440.6364

E-Mail Address btroe@srfconsulting.com

DISADVANTAGED BUSINESS ENTERPRISES (DBE) CERTIFICATION

This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, *Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. Metro's overall 2021-2024 goal for DBE participation is 1.62%; the race neutral goal is 1.25%, and the race conscious goal is 0.37%. There is no contract goal for this procurement.

The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Metro deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from Metro.

The contractor may not hold retainage from its subcontractors.

The contractor must promptly notify Metro, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of Metro.

Signature:  _____

Name and Title: Paul Martens, CFO _____

Company Name: SRF Consulting Group _____

Date: 12/16/22 _____

FLY AMERICA CERTIFICATION

The Contractor agrees to comply with 49 U.S.C. 40118 (the "Fly America" Act) in accordance with the General Services Administration's regulations at 41 CFR Part 301-10, which provide that recipients and sub-recipients of Federal funds and their contractors are required to use U.S. Flag air carriers for U.S Government-financed international air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. The Contractor shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a U.S. flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. The Contractor agrees to include the requirements of this section in all subcontracts that may involve international air transportation.

Signature:  _____

Name and Title: Paul Martens, CFO

Company Name: SRF Consulting Group

Date: 12/16/22

LOBBYING CERTIFICATION

The undersigned contractor certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. See 49 CFR 20.100.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. [Note: Pursuant to 31 USC 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure. See 49 CFR 20.400.]

The undersigned contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 USC 3801, et seq, apply to this certification and disclosure, if any.

Signature: 

Name and Title: Paul Martens, CFO

Company Name: SRF Consulting Group

Date: 12/16/22

NON-COLLUSION CERTIFICATION

This is my sworn statement to certify that this proposal was not made in the interest of or on behalf of any undisclosed entity. This proposal is not collusive.

This proposer has not been a party to any agreement or collusion in restraint of freedom of competition by agreement to bid a fixed price, to refrain from bidding, or otherwise. This proposer has not, directly or indirectly, by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interest of Topeka Metropolitan Transit Authority, or of any proposer, or anyone else interested in the proposed contract.

Signature:  _____

Name and Title: Paul Martens, CFO

Company Name: SRF Consulting Group

Date: 12/16/22

POWER OF EXECUTION

Authorization of Bidder

The undersigned, an _____ officer _____ of
(officer, partner, proprietor, etc.)

SRF Consulting Group

(name of company)

a _____ corporation _____
(corporation, partnership, proprietorship)

having its principal office or registered agent at 3701 Wayzata Blvd, Suite 100, Minneapolis, MN 55416-3791,
hereby certifies that the Company has duly authorized by appropriate action and/or hereby does

nominate, constitute, appoint and authorize TOOD POLUM
(name of individual signing document)

with full power to act _____ alone _____, on behalf of
(alone or in conjunction with another person)

SRF Consulting Group

(name of company)

and thereby to make, execute, seal and deliver on its behalf as CONTRACTOR and as its act and deed any and all proposals, contract proposals, contracts, change orders, monthly and final payment certificates and other like instruments. Such proposals, contract proposals, contracts, change orders, monthly and final payment certificates and other like instruments shall be binding upon said company as fully and to all intents and purposes as if such instruments had been duly executed, acknowledged and delivered by the authorized officers of the company when executed, by the aforementioned person(s).

SRF Consulting Group

Company

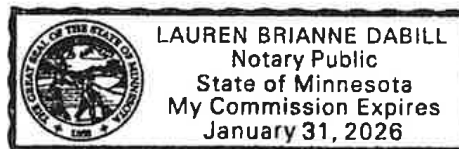
[Signature], CEO
Signature, Title

12/14/22
Date

ATTEST:

Lauren Dabill

Notary Public (if proprietorship)
Secretary of Corporation (if corporation)
Partner (if Partnership)



PRICE QUOTE

Proposer SRF Consulting Group

RFP Number – TM-23-01 Planning Services

Please provide a list of employee types/positions that would be involved in planning services under this contract, with a per-hour rate for each type of employee. Provide this list for each year of the contract, unless your pricing will not change over the course of the contract. See example below.

Hourly Wages

As of Tuesday, December 20, 2022	"Table 14 Rates 3.0"	2023	2024	2025	2026	2027
Kapper, Joseph MB 1026 Professional VI	162.33	\$168.82	\$175.58	\$182.60	\$189.90	\$197.50
Moore, Eavan C 1448 Professional III	113.28	\$117.81	\$122.52	\$127.42	\$132.52	\$137.82
More, Thomas AE 0755 Professional V	158.67	\$165.02	\$171.62	\$178.48	\$185.62	\$193.05
Nowak, Jacqueline A 1370 Professional III	117.96	\$122.68	\$127.59	\$132.69	\$138.00	\$143.52
Randle, Hana C 1533 Professional I	99.54	\$103.52	\$107.66	\$111.97	\$116.45	\$121.11
Schukking, Menno 1292 Professional III	115.59	\$120.21	\$125.02	\$130.02	\$135.22	\$140.63
Stegeman, Matthew C 1347 Professional III	120.99	\$125.83	\$130.86	\$136.10	\$141.54	\$147.20
Troe, William L 1041 Professional VII	246.87	\$256.74	\$267.01	\$277.70	\$288.80	\$300.36
Valenti, Alicia N 1321 Professional III	115.32	\$119.93	\$124.73	\$129.72	\$134.91	\$140.30

PROPOSAL CHANGE REQUEST

Complete this form for each condition, exception, reservation, or understanding (i.e., change) in the proposal. See PROPOSAL SCHEDULE, page 5 of this RFP, for the due date of all requested Proposal Changes.

N/A

Change Number _____

Proposer _____

RFP Number – TM-23-01

Page: _____

Section: _____

Metro's Current Requirement:

Proposer's Requested Change:

QUALIFICATION CERTIFICATION

The undersigned, being duly authorized to sign and act for the proposer, hereby certifies that all parties involved in the Project as specified in this RFP hold any and all degrees, certifications, and licenses necessary in order to provide goods and/or perform services in the State of Kansas.

Signature:  _____

Name and Title: Paul Martens, CFO

Company Name: SRF Consulting Group

Date: 12/16/22

SUBCONTRACTORS AND DBEs

Please list the subcontractors that you would use when fulfilling project requirements. For DBE subcontractors, please attach a copy of their current DBE certification to this form.

<u>Subcontractor Business Name</u>	<u>Type of Service</u>	<u>Is this a Small Business?</u>	<u>Is this a DBE?</u>
Hg Consult	Transportation Planning and Public Engagement Support	Yes	Yes
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature: 

Name and Title: Paul Martens, CFO

Company Name: SRF Consulting Group

Date: 12/16/22

KANSAS STATEWIDE CERTIFICATION PROGRAM



CERTIFIES

HG Consult, Inc.

Disadvantaged Business Enterprise (DBE)/Minority Business Enterprise (MBE)

NAICS Code/Work type(s):

541330 - Engineering Services

February 3, 2022

Effective Date

Rhonda Harris

Rhonda Harris, Director
Office of Minority & Women Business
Kansas Department of Commerce

Doria Watson

Doria Watson, Administrator
Office of Civil Rights Compliance
Kansas Department of Transportation

SUSPENSION / DEBARMENT CERTIFICATION

In regard to 2 CFR Parts 180 and 1200

This order is a covered transaction for purposes of 2 CFR Parts 180 and 1200. As such, the bidder is required to verify that itself, its principals, or its affiliates are not excluded or disqualified from participating in Federally awarded contracts.

Bidder is required to comply with Suspension / Debarment requirements, and must include the requirement to comply in any lower-tier covered transaction that it enters into.

By signing and submitting its bid, the bidder certifies as follows:

The certification in this clause is a material representation of fact relied upon by Topeka Metropolitan Transit Authority. If it is later determined that the bidder knowingly rendered an erroneous certification, in addition to remedies available to Topeka Metropolitan Transit Authority, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder agrees to comply with the requirements of 2 CFR Parts 180 and 1200 while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder further agrees to include a provision requiring such compliance in its lower-tier covered transactions.

Signature:  _____

Name and Title: Paul Martens, CFO

Company Name: SRF Consulting Group

Date: 12/16/22