



MEETING MINUTES

**Multimodal Technical
Advisory Committee
Thursday, July 11, 2013
8:00 AM**

**Prescott Valley Library Auditorium
7401 East Civic Center – 1st Floor
Prescott Valley, AZ 86314**

CYMPO M-TAC Committee

Chairman	Norm Davis, Town of Prescott Valley
Vice-Chairman	Scott Tkach, City of Prescott
Member	Byron Jaspers, Yavapai County
Member	Yvonne Kimball, Town of Dewey-Humboldt
Member	Cynthia Moody, U.S. Forest Service
Member	Richard Straub, Town of Chino Valley
Member	Charla Glendening, ADOT MPD
Proxy Member	James Bramble, ADOT Prescott District

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order at 8:00 AM by Chairman Davis. Roll call was performed by Deb Hernandez.

Members Absent:

Charla Glendening, ADOT MPD
Bob LaJeunesse, ADOT Prescott District

- ### **2. CALL TO THE PUBLIC:** This item is to provide an opportunity for presentation of comments by the public on subjects *not on the agenda*. Individuals wishing to address the Board need not request permission in advance and are limited to three (3) minutes.

There were no public comments.

DISCUSSION / POSSIBLE ACTION

3. APPROVAL OF MEETING MINUTES – Regular Meeting Of April 4, 2013

*Chris Bridges, CYMPO Administrator
(Task #1.2)*

MOTION

Vice-Chairman Tkach presented a motion to approve the Minutes of the Regular M-TAC Meeting of April 4, 2013. Motion was seconded by Member Straub.

VOTE ON THE MOTION

The vote on the motion was unanimous.

4. DISCUSSION AND POSSIBLE ACTION TO RECOMMEND CONSULTANT(S) FOR THE CYMPO REGIONAL LONG RANGE TRANSPORTATION PLAN TO THE EXECUTIVE BOARD

*Chris Bridges, CYMPO Administrator
(Task #4.0)*

Mr. Bridges related CYMPO received seven (7) responses to the Request of Statement of Qualifications by June 5, 2013. They were from: AECOM, Ayres Associates, HDR, IBI Group, Jacobs Engineering Group, Inc., Parsons Brinckerhoff, and Wilson and Company. All applications were reviewed by a Selection Panel on June 12, 2013. The preliminary evaluation among the panel was AECOM, HDR and Jacobs Engineering Group were the top three (3) submissions. June 26, 2013 the Selection Panel conducted interviews with those top three candidates after which it was determined AECOM was the top scoring firm followed by HDR then Jacobs Engineering Group.

Mr. Bridges requested the M-TAC move forward with a recommendation to the Executive Board to begin negotiations with the highest rated firm and should negotiations fail to move on down the line with the remaining firms.

Chairman Davis asked if the M-TAC would have opportunity to review the scope of work and fee. Mr. Bridges explained the contract would have to be drawn up by the consultant's attorney and should include specific federal language as set forth by ADOT. Once CYMPO is in receipt of the contract/scope of work, it would be distributed to the M-TAC for comment.

Vice-chairman Tkach asked if a schedule of fees would be included in the scope of work, Mr. Bridges replied, yes it would.

Member Straub asked what AECOM's schedule was. Mr. Bridges responded it was about twelve (12) months. Mr. Straub confirmed it would take until September to October of next year 2014 for a finished product. Mr. Bridges agreed.

MOTION

Member Kimball presented a motion to recommend the Executive Board approve CYMPO staff to begin contract negotiations with AECOM, the highest ranked firm. Motion was seconded by Member Straub.

VOTE ON THE MOTION

The vote on the motion was unanimous.

DISCUSSION

5. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator
(Task #1.2)

Mr. Bridges presented the following for the September Agenda:

- Potential to make recommendation to the Executive Board on the Local Coordinated Mobility Management Plan
- Potential to approve Regional Transportation Plan (RTP) Scope/Contract

6. AGENCY UPDATES

Agency updates were provided by:

Byron Jaspers – Yavapai County

Scott Tkach – City of Prescott

James Bramble – ADOT Prescott District

7. MISCELLANEOUS ANNOUNCEMENTS & CYMPO UPDATES

Mr. Bridges announced or provided updates on the following:

- SR89 South Project
- Encouraged local participation in the Regional Transportation Plan
- HSIP – Sign Project

8. UPCOMING SCHEDULED MEETINGS

- State Transportation Board Meeting: **Friday, July 12, 2013, 9:00 AM, Prescott, AZ**
- CYMPO Executive Board Meeting: **Wednesday, July 17, 2013, 6:00 PM**, County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ
- M-TAC Meeting: **TO BE DETERMINED**, Prescott Valley Library Auditorium, 1st Floor, 7401 E. Civic Circle, Prescott Valley, AZ 86314
(*CYMPO Multimodal Technical Advisory Committee monthly meeting*)

9. ADJOURNMENT

Chairman Davis adjourned the meeting at 8:23AM.

Norm Davis, Chairman
CYMPO Multimodal Technical Advisory Committee

ATTEST:

Deborah Hernandez, Administrative Assistant

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the CYMPO M-TAC Meeting, Prescott Valley, Arizona held on the 11th day of July, 2013. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ____ day of _____, 2013.

Deborah Hernandez, Administrative Assistant