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302 North 1st Avenue, Suite 300 ▲ Phoenix, Arizona 85003  
Phone (602) 254-6300 ▲ FAX (602) 254-6490  
Email: [mag@mag.maricopa.gov](mailto:mag@mag.maricopa.gov) ▲ Website: [www.mag.maricopa.gov](http://www.mag.maricopa.gov)

December 4, 2007

TO: Members of the MAG Regional Council Executive Committee

FROM: Mayor James M. Cavanaugh, City of Goodyear, Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA FOR THE MAG REGIONAL COUNCIL EXECUTIVE COMMITTEE

Monday, December 10, 2007 - 12:00 noon  
MAG Office, Suite 200 - Cholla Room  
302 North 1<sup>st</sup> Avenue, Phoenix

A meeting of MAG Regional Council Executive Committee has been scheduled for the time and place noted above. Members of the Committee may attend the meeting either in person, by telephone conference, or by video conference.

Please park in the garage under the building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Alana Chavez at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

If you have any questions regarding the Executive Committee agenda items, please contact Mayor James Cavanaugh at (623) 882-7782. For MAG staff, please contact Dennis Smith, MAG Executive Director, at (602) 254-6300.

## **EXECUTIVE COMMITTEE AGENDA**

### COMMITTEE ACTION REQUESTED

1. Call to Order

The meeting of the Executive Committee will be called to order.

2. Call to the Audience

An opportunity will be provided to members of the public to address the Executive Committee on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Members of the public will be requested not to exceed a three minute time period for their comments. A total of 15 minutes will be provided for the Call to the Audience agenda item, unless the Executive Committee requests an exception to this limit. Please note that those wishing to comment on action agenda items will be given an opportunity at the time the item is heard.

2. For information and discussion.

### **ITEMS PROPOSED FOR CONSENT\* BY THE EXECUTIVE COMMITTEE**

3. Approval of Executive Committee Consent Agenda

Prior to action on the consent agenda, members of the audience will be provided an opportunity to comment on consent items that are being presented for action. Following the comment period, Committee members may request that an item be removed from the consent agenda. Consent items are marked with an asterisk (\*).

\*3A. Approval of the November 19, 2007 Executive Committee Meeting Minutes

\*3B. Consultant Selection for Regional Transit Framework Study Consultant

On October 3, 2007, the MAG Management Committee recommended the addition of a Regional Transit Framework Study for \$980,000 to the FY 2008 MAG Unified Planning Work Program and Annual Budget.

3. Approval of Executive Committee Consent Agenda.

3A. Review and approve the November 19, 2007, Executive Committee meeting minutes.

3B. Approval of the selection of HDR/S.R. Beard & Associates to develop the MAG Regional Transit Framework Study for an amount not to exceed \$980,000.

The project was subsequently authorized by the MAG Executive Committee on October 15, 2007. Since that time, MAG staff has completed a Request for Proposals (RFP) process. One proposal was received and reviewed by a team including seven MAG member agencies, METRO, and Valley Metro/RPTA. The evaluation team met on October 28, 2007 and recommended to MAG that the proposal from HDR/S.R. Beard and Associates was responsive to the RFP and qualified to undertake the project. To ensure effective coordination with the ongoing Building a Quality Arizona (BQAZ) planning efforts, a draft study is needed by December 2008. Due to the short time frame, MAG staff recommends that the selection of the consultant proceed directly to the Executive Committee. The MAG Management Committee has been sent a memorandum to inform them of this request. Please refer to the enclosed material.

\*3C. On-Call Consulting Services Selection for Transportation Modeling

On September 12, 2007, the MAG Executive Committee approved amending the FY 2008 MAG Unified Planning Work Program and Annual Budget to increase the scope and budget for a Request for Qualifications (RFQ) for on-call consulting services for transportation modeling and forecasting for \$940,000. The 2008 MAG Unified Planning Work Program includes a number of closely related tasks and projects aimed at updating the MAG regional travel forecasting model, advancing state-of-the-art practice in transportation modeling in the region and providing better compliance with new federal requirements for transportation demand modeling and forecasting. An earlier RFQ solicitation for the project at the beginning of FY 2008 was cancelled after the Federal Transit Administration granted additional funding for a number of tasks that were closely related to the model improvements which needed to be addressed in close coordination with the initially planned scope of work. The RFQ for on-call consulting services for transportation modeling in eight areas of

3C. Approval of the selection of on-call consulting services for transportation modeling for eleven consultant teams in eight areas of expertise in the amount of \$940,000.

expertise was issued on October 11, 2007. The Statements of Qualifications (SOQ) were due to MAG by November 9, 2007. An eight member multi-agency selection panel reviewed and ranked the SOQs. Eleven consulting teams were qualified by the selection panel for the purposes of the RFQ. Ranking was assigned to the teams in each of the areas of expertise. To avoid the delay of projects that depend on consultant support for this on-call support service, MAG staff recommends that the selection of on-call consulting services proceed directly to the Executive Committee. The MAG Management Committee has been sent a memorandum to inform them of this request. Please refer to the enclosed material.

**ITEM PROPOSED TO BE HEARD  
BY THE EXECUTIVE COMMITTEE**

4. Building a Quality Arizona (BQAZ) Update

Over the past year, the Arizona Councils of Governments and Metropolitan Planning Organizations Association has been meeting to discuss growth and transportation issues. As a result of these meetings, a statewide Reconnaissance Study has been initiated and in July 2007, the Arizona Department of Transportation authorized \$7 million for transportation framework studies. ADOT is hiring the consultant and developing a schedule for the studies. In addition, ADOT intends to work on a preliminary list of critical needs that would be completed by May 2008. The purpose of the studies is to define the transportation needs and potential solutions for the transportation challenges facing Arizona. An update on these activities will be provided. Please refer to the enclosed material.

5. Adjournment

4. Information and discussion.