

## **ITEM 13 - Information**

July 20, 2005

### Briefing on Consultant Support for the Public Involvement for the 2006 Update to the Financially-Constrained Long Range Plan (CLRP)

#### **Staff**

**Recommendation:** Receive briefing on the request for qualifications for consultant support for the public involvement process.

**Issues:** None

**Background:** Under federal planning regulations a triennial update to the CLRP for the Washington region is required in 2006. An important element of the update is a proactive public involvement process. It is proposed that consultant assistance be obtained this fall to assist staff in conducting outreach activities to engage community leaders and those traditionally not involved in the process, obtaining broad and representative citizen input on key issues facing transportation planning in the region, and developing more effective and timely information on the plan.

## MEMORANDUM

July 14, 2005

TO: Transportation Planning Board

FROM: Ronald F. Kirby, Director, Department of Transportation Planning

RE: Proposal to seek consultant support for public involvement activities for the 2006 Update to the Constrained Long-Range Transportation Plan (CLRP)

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Federal planning regulations require the TPB to update the region's Financially Constrained Long-Range Transportation Plan (CLRP) every three years. The next triennial update is scheduled for 2006. An important element of the update is a proactive public involvement process.

For the 2006 CLRP, a number of public involvement activities are being developed for implementation this fall. These activities will engage and educate community leaders and those traditionally not involved in the process, obtain broad and representative citizen input on key issues facing transportation planning in the region, and develop more effective and timely public information on the plan.

COG/DTP staff proposes to contract for the services of an individual or a firm that will be able to provide technical assistance on a task order basis for the implementation of public involvement activities.

The task orders are expected to include the following activities:

- Assist in developing and conducting workshops or events to engage the public and educate community leaders on key regional transportation issues. These efforts will focus particularly on engaging community leaders who have not traditionally been engaged in the regional transportation planning process.
- Assist in developing and conducting activities to solicit representative public input on regional transportation issues and challenges.
- Assist in efforts to improve public information on the CLRP, including website improvements, and new or improved publications.

TPB staff proposes to issue a Request for Qualifications (RFQ) to solicit proposals for consultant assistance in these types of activities. Parties responding to the RFQ will be asked, among other things, to provide information showing the following:

- Experience and familiarity with the regional transportation and land use issues confronting the TPB;
- Experience and familiarity with public involvement techniques and community leadership development;
- Experience in designing and implementing workshops, training programs and seminars.

The total budget for these activities will be \$100,000. The RFQ will be issued in July and respondents will be asked to submit proposals in August. The TPB officers will be asked to serve as a review panel in the selection of the consultant. It is anticipated that the contract will begin in September.