



**City of Missoula, Montana  
Item to be Referred to City Council Committee**

**Committee:** Public Works

**Item:** Professional Services Agreement Amendment No. 1 with Nelson-Nygaard for the 2020 Long Range Transportation Plan

**Date:** June 8, 2021

**Sponsor(s):** Aaron Wilson

**Prepared by:** Katie Emery

**Ward(s) Affected:**

<input type="checkbox"/> Ward 1	<input type="checkbox"/> Ward 4
<input type="checkbox"/> Ward 2	<input type="checkbox"/> Ward 5
<input type="checkbox"/> Ward 3	<input type="checkbox"/> Ward 6
<input checked="" type="checkbox"/> All Wards	<input type="checkbox"/> N/A

**Action Required:**

Approve a Professional Services Agreement Amendment No. 1 with Nelson-Nygaard for the 2020 Long Range Transportation Plan.

**Recommended Motion(s):**

I move the City Council: Approve and authorize the Mayor to sign a Professional Services Agreement Amendment No. 1 with Nelson-Nygaard Consulting Associates, Inc. for the 2020 Long Range Transportation Plan at a cost not to exceed \$150,000.00.

**Timeline:**

Referral to committee:	June 14, 2021
Committee discussion:	June 16, 2021
Council action (or sets hearing):	June 21, 2021
Public Hearing:	N/A
Deadline:	N/A

**Background and Alternatives Explored:**

On December 9, 2019, Nelson-Nygaard was hired to perform work and services to prepare an update to the Long Range Transportation Plan (LRTP) for the Missoula Metropolitan Planning Area.

Due to the COVID-19 pandemic, Nelson-Nygaard needs additional time to complete work associated with the LRTP. Impacts from the pandemic required additional meetings, preparation, and resources, which is bringing the project near to the contracted budget with work still remaining. Some additional work is at the request of MPO staff and committees. Work on the LRTP is directed by and funded through the MPO, including the Transportation Policy Coordinating Committee. Additional work is expected to total \$65,000.

The MPO would also like Nelson-Nygaard to include an additional scope of work for a Transportation Options Action Plan. The additional scope was approved and funded by the MPO in the FY 2021 Unified Planning Work Program, so this contract amendment will officially commit those funds to the project. It is expected that the additional work will continue into FY 2022. This

work is directly related to developing policy recommendations that will be critical to implementing the draft LRTP update. Total cost for the additional services is \$85,000.

These additions increase the contract by \$150,000.00 for a total cost of \$485,438.00.

**Financial Implications:**

\$180,000.00 from the Missoula Metropolitan Planning Organization. These funds are from a dedicated grant of federal PL (transportation planning) funds, and will not impact the City's general fund budget. The transportation planning (MPO) budget has sufficient funds to cover the cost of this amendment, and \$85,000 of the additional cost was previously budgeted.

**Links to external websites:**

[www.missoulampo.com/long-range-transportation-plan](http://www.missoulampo.com/long-range-transportation-plan)