

AGENDA – REGULAR MEETING
LEWIS CLARK VALLEY METROPOLITAN PLANNING ORGANIZATION

Tuesday, March 9, 2010 – 2:00 p.m.

Second Floor Meeting Room – Bell Building – 215 D Street – Lewiston ID

Policy Board Members: City of Asotin – Mervin Schneider; Nez Perce County – Doug Zenner; City of Lewiston – Dennis Ohrtman, Kevin Poole, Thyra Stevenson; Asotin County – Doug Mattoon, Joel Ristau, City of Clarkston – Kathleen Warren

Director: Steven Watson

I. CALL TO ORDER

II. CITIZEN COMMENTS

Please limit your comments to three minutes out of consideration for others wishing to speak.

III. APPROVAL OF MINUTES OF February 9, 2010

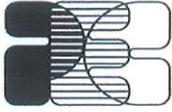
IV. ACTIVE AGENDA

- a. **Approval of Bills** – *Project Engineering Consultants (Travel Demand Model) \$3,239.60;*
- b. **Washington STP Fund Request** - *Asotin County request for consideration of use of STP Urban funding (up to \$500,000) on the rural 10 Mile Bridge Project. – Action Requested;*
- c. **Lewiston Safe Routes to Schools Grant Request** – *Request from City of Lewiston for support of Safe Routes to Schools grant application;*
- d. **Project updates** – *general update on on-going projects;*
- e. **Joint Projects** – *Discussion of projects that are jointly funded by member agencies.*

V. BOARD MEMBER ANNOUNCEMENTS AND DIRECTION TO STAFF

VI. STAFF COMMUNICATIONS RELATIVE TO THE MPO

VII. ADJOURNMENT



PROJECT ENGINEERING CONSULTANTS, LTD.
3818 EAST NEWBY STREET, SUITE 101
NAMPA, IDAHO 83687
(208) 466-7190 — (208) 466-7168 fax

RECEIVED

FEB 22 2010

January 31, 2010

ASOTIN COUNTY PUBLIC WORKS

Lewis Clark Valley Metropolitan Planning Organization
P.O. Box 759
Asotin, WA 99402

Attn: Steve Watson, Director

**Re: LCVMPPO Travel Demand Model Selection and Implementation;
Main Project (Tasks 1-6)**

For Professional Services from January 1, 2010 through January 31, 2010

INVOICE

Lump Sum Portion of Contract		\$124,600.00
Work Completed	96.8%	\$ 120,612.80
Previously Billed	94.2%	\$ 117,373.20
Current Billing	2.6%	\$ 3,239.60

Contract
Balance

\$3,987.20

ACCOUNTS RECEIVABLE:

<u>Inv. #</u>	<u>Retainage</u>	<u>Current</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>91-120 Days</u>	<u>> 120 Days</u>
11548	\$ -	\$ 3,239.60				

ID8021 Inv. #11548

**Lewis Clark Valley Metropolitan Planning Organization
Travel Demand Model Selection and Implementation**

Task No.	Task Description	Status
1	Project Kickoff and Selection of Travel Demand Forecasting Model Software	
	Kickoff meeting	100%
	Initial software package research	100%
	Draft technical memorandum	100%
	Meeting with TAC regarding draft memo	100%
	Detailed candidate software research	100%
	Final technical memorandum	100%
	Meeting with TAC regarding final memo	100%
	Software package selection	100%
2	Data Collection	
	L RTP demographic data	100%
	L RTP GIS data and TAZ boundaries	100%
	Aerial photos	100%
	Census boundaries (tracts, block groups, blocks)	100%
	Existing traffic counts from member agencies	100%
	Adjust existing traffic counts to 2005 ADT equivalents	100%
	Perform new traffic counts	100%
	Existing origin-destination information	100%
	Perform detailed street and intersection inventory	100%
	Special generator data (schools, post offices, hospitals)	100%
	Meet with TAC regarding streets to be modeled and TAZ splits	100%
	Split TAZs – adjust demographic data	100%
	Split TAZs – adjust GIS boundaries and displays	100%
3	Construction of Existing Conditions (Base) Model	
	Aerial photo mosaic and background	100%
	Input street network as links and nodes	100%
	Input street network attributes	100%
	Input TAZ geometry (centroids, connectors, and polygons)	100%
	Input TAZ demographics	100%
	Estimate and input special generator and external station trips	100%
	Estimate and input pass-through (background) trips	100%
4	Calibration of Base Model	
	Balance regional trip productions and trip attractions (person trips)	100%
	Evaluate trip productions by income or by autos/household	100%
	Adjust default production and attraction rates	100%
	Perform sensitivity check of number of equilibrium iterations	100%
	Check modeled intersections for proper function	100%
	Adjust regional vehicle trips trip totals (vehicle occupancy & trip length)	100%
	Load traffic volumes and compare to ground counts	100%

Task No.	Task Description	Status
	Adjust and iterate model to within acceptable values	100%
	Prepare calibration report	95%
	Present results of base model to TAC	100%
5	Construction of Year 2030 Model	
	Year 2030 demographic projections	100%
	Split TAZs – adjust demographic data (base model splits)	100%
	Split TAZs – growth areas	100%
	Year 2030 road network – improvements	100%
	Year 2030 road network – new roads	100%
	Run and test Year 2030 model	100%
	Adjustments to Year 2030 model	100%
	Prepare 2030 model report	95%
6	Installation of Modeling Software on LCVMPPO Computers and Training	
	Installation of modeling software	50%
	Introduction to LCVMPPO model	50%
	Training session	100%
7	On-Call As-Needed Technical Support	
	Technical support	