



REQUEST FOR BOARD ACTION

ITEM NO. 14

DATE OF MEETING: Monday, May 11, 2015

REQUESTED BY: Kyle M. Breuer, Director, Planning and Community Development

SHORT TITLE: Approval to Release Funds to the City of Wilmington/Wilmington Metropolitan Planning Organization for the Update to the Pender County Collector Street Plan in the Amount of \$30,000.

BACKGROUND: The Pender County Collector Street plan will provide for a collaborative process between the citizens and stakeholder groups in Pender County and the Wilmington MPO. The goals of this study are to plan for a collector street network through the study area that would 1) distribute the traffic burden through an appropriate hierarchy of arterial and collector streets, not local streets; 2) establish street design standards for different types of collector streets proposed in the study area; 3) support the future mobility of the major corridors; 4) identify potential area currently facing mobility challenges; 5) integrate transportation and land use planning; 6) provide for the orderly provision of public utilities with assumed roadway corridors located, and 7) provide for bicycle and pedestrian connectivity in alignment with adopted planning documents for the study area.

Request for Qualifications were solicited on February 25, 2015, and the city received 2 Qualification Statements to perform the corridor study. Federal law (the Mini Brooks Act) and North Carolina General Statute require that firms be selected based on competence and qualification for the type of professional services required without regard to fee other than unit price information. A selection committee comprised of representatives from the Wilmington MPO and Pender County staff reviewed and rated each statement based on the criteria outlined in the Request for Qualifications.

Stantec Consulting Services Inc. was chosen by the selection committee based on the specialized experience and technical competence of the staff relative to the project, understanding of the project, previous work experience and product quality, MBE/DBE participation and percentage of work to be performed in North Carolina.

The collector street plan is scheduled to be completed no more than 6 months after the start date. The City of Wilmington on behalf of the Wilmington MPO will be the lead planning agency for this project. Pender County budgeted \$30,000 as a match for this service within the FY 14-15 budget and is within line item 653-404500 (Contracted Services).

SPECIFIC ACTION REQUESTED: To approve funds to be allocated to the City of Wilmington/Wilmington Metropolitan Planning Organization in the amount of \$30,000 for the award and services to be provided by Stantec Consulting Services, Inc. for the Pender County Collector Street Plan.