



CMAP BOARD

AGENDA - FINAL

Wednesday, May 10, 2023

9:30 AM

Please join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/84341801786>

Meeting ID: 843 4180 1786

One tap mobile

+13126266799,,84341801786# US (Chicago)

If you would like to speak during a public meeting, email your statement or question at least 24 hours before the meeting to info@cmap.illinois.gov. CMAP will allow any others who wish to speak during the time scheduled for public comment. CMAP staff will maintain a record of all written public comments and make it publicly available.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call to Order and Introductions

2.0 Agenda Changes and Announcements

3.0 Approval of Minutes

3.01 Minutes from April 12, 2023

[23-258](#)

ACTION REQUESTED: Approval

Attachments: [CMAP Board 04.12.23 Minutes](#)

4.0 Executive Director’s Report

4.01 Executive director’s report

[23-128](#)

ACTION REQUESTED: Information

5.0 Procurements and Contract Approvals

5.01 Intergovernmental agreement (IGA) for a three year term between CMAP and the Cook County Department of Transportation and Highways (CCDOH) for the Berwyn-Riverside Railroad grade crossing study in the amount of \$500,000.

[23-245](#)

PURPOSE & ACTION: CMAP and CCDOH are mutually interested in advancing the study in Berwyn and

Riverside to identify alternates to carry forward into the preliminary engineering. The intergovernmental agreement will extend through November 30, 2026 and funding of \$500,000 will be provided by the CCDOTH for purpose of securing consultant services through an open bidding process.

ACTION REQUESTED: Approval

Attachments: [IGA Between CMAP and CCDOT Berwyn Riverside](#)

5.02 Contract for a one-year agreement with AECOM Technical Services, Inc. for the project management and development of municipal pavement management plans (PMP) for the Local Technical Assistance Program (TAP-L) [23-255](#)

PURPOSE & ACTION: CMAP seeks to expand its PMP to seven municipalities through the TAP-L. After a review of consultant responses and qualifications to the Request for Proposal (RFP), AECOM is the selected vendor for the project. Funding for this project will be provided by Fiscal Year (FY) 2023 and FY2024 Unified Work Program (UWP) funds.

ACTION REQUESTED: Approval

Attachments: [RFP 276 Pavement Management Board Report](#)

5.03 Multiple contracts for CMAP ADA project consultant services for three-year terms, with two, one-year optional renewals, in an amount not to exceed \$3,075,000 [23-256](#)

PURPOSE & ACTION: CMAP seeks consulting services for various CMAP planning and programming projects and initiatives in 11 service areas. It is requested that the Board approve CMAP staff to enter into agreements with a total of 28 consultants under 45 contracts for three-years with two, one-year optional renewals. These projects will be funded with FY 2023- FY 2028 Unified Work Program (UWP) funds and IDOT provided ADA funds. Other funds may be used if they become available.

ACTION REQUESTED: Approval

Attachments: [RFQ 277 LTA Project Consulting Board ReportPD Revisions](#)

5.04 Contract for an 18-month agreement with StreetLight Data for the Speed Data Project: processing connected vehicle data and crash characteristics, for a not-to-exceed amount of \$375,890 [23-257](#)

PURPOSE & ACTION: CMAP was awarded a Statewide Planning and Research (SPR) grant to evaluate speed data in the region and its association with traffic crashes, serious injuries, and fatalities. Following a review of consultant responses and qualifications to the Request for Proposal (RFP), Streetlight Data is the selected vendor for the project. This project will be funded through an IDOT SPR grant.

ACTION REQUESTED: Approval

Attachments: [RFP 280 Speed Data Consultant Board Report](#)

6.0 Executive Session

6.01 Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1) [23-259](#)

ACTION REQUESTED: Information

6.01A Action on the executive director's performance review[23-260](#)

PURPOSE & ACTION:

At its April 12, 2023 meeting, the Executive Committee conducted a review of the Executive Director's performance and will share their recommendations and discuss any related compensation adjustments with the Board.

ACTION REQUESTED: Approval

7.0 Committee Reports**7.01 Coordinating Committee Annual Report**[23-073](#)

ACTION REQUESTED: Information

Attachments: [CMAP Committee Annual Report Coordinating Committee](#)

8.0 Information Items**8.01 Plan of Action for Regional Transit (PART) report update**[23-241](#)

PURPOSE & ACTION: Update of ongoing work on the PART report required by the Illinois General Assembly.

ACTION REQUESTED: Information

8.02 Proposed draft updates to CMAP Board By-Laws[23-262](#)

PURPOSE & ACTION: At its June 9, 2021 meeting, the CMAP Board approved revisions to its by-laws. Periodic review of the by-laws is necessary in ensuring they meet federal and state laws, are relevant, and accurately reflect the work of the organization. Attached are the recommended changes to the Board's by-laws for review. Formal consideration of any changes will be brought to the Board at a future meeting.

ACTION REQUESTED: Information

Attachments: [By-Laws memo 05.02.23](#)
[DRAFT By-Laws amendment 5.10.23](#)

8.03 Legislative update[23-261](#)

ACTION REQUESTED: Information

9.0 Other Business**10.0 Public Comment**

This is an opportunity for comments from members of the audience. The amount of time available to speak will be at the chair's discretion. It should be noted that the public comment period will immediately follow the last item on the agenda.

10.01 Written public comment received for the April 12, 2023 CMAP Board meeting[23-263](#)

ACTION REQUESTED: Information

Attachments: [Public Comment for the 4.12.23 Board meeting](#)

11.0 Next Meeting

The next meeting is scheduled for June 14, 2023 and will be held in-person.

12.0 Adjournment

CMAP BOARD

MEETING MINUTES - DRAFT

Wednesday, April 12, 2023

9:30 AM

Please join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/84341801786>

Meeting ID: 843 4180 1786

**One tap mobile
+13126266799,,84341801786# US (Chicago)**

If you would like to speak during public comment, please email your statement or question at least 24 hours before the meeting to info@cmap.illinois.gov. CMAP will allow any others who wish to speak during the time scheduled for public comment. CMAP staff will maintain a record of all written public comments and make it publicly available.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call to Order and Introductions

Chair Bennett called the meeting to order at 9:44 a.m. The meeting is being held virtually, as allowed by the governor's disaster proclamation and determination by the Board.

Present: Gerald Bennett, Frank Beal, Matthew Brolley, Karen Darch, Paul Goodrich, Jim Healy, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Carolyn Schofield, Matthew Walsh, and Diane Williams

Absent: Stefan Schaffer, and Anne Sheahan

Non-Voting: Kouros Mohammadian, and Leanne Redden

Staff Present: Laurent Ahiablame, Erin Aleman, Dominick Argumedo, Bill Barnes, Victoria Barrett, Diana Beltran, Michael Brown, Julie Burros, Dustin Calliari, John Carpenter, Karly Cazzato, Daniel Comeaux, Patrick Day, Stephen Di Benedetto, Teri Dixon, Phoebe Downey, Penny Dubernat, Austen Edwards, Ryan Ehlke, Alex Ensign, Megan Fulara, Alicia Gage, Elizabeth Ginsberg, Borja González, Jane Grover, Jon Haadsma, Cassidy Harper, Kasia Hart, Craig Heither, Mitch Hirst, Tricia Hyland, Ethan Jantz, Matthew Kolasny, Natalie Kuriata, Aimee Lee, Tony Manno, Matthew Marth, Alexis McAdams, Amy McEwan, Martin Menninger, Nikolas Merten, Jason Navota, Art Nicholas, Timothy O'Leary, Jared Patton, Stephane Phifer, Russell Pietrowiak, Katie Piotrowska, Jose Portillo, Katie Reigstad, Julie Reschke, Elizabeth Scott, Milo Shapey, Joan Smedinghoff, Ryan Thompton, Jennie Vana, Blanca Vela-Schneider, Jules Voigt, Matthew Walsh, Mary Weber, Piotr Wietrzak, Beatrix Yan, Asad Zaidi, Alonzo Zamarrón

Others present: Zachary Braun, Kevin Bueso, Kaci Crowley, Leonard B Cannata, Eric Czarnota, Tina F Smith, Jackie Forbes, Brandon Geber, Mike Klemens, Daniel Knickelbein, Jill Leary, Heidi Lichtenberger, Brittany Matyas, Melissa Meyer, Adam Miliszewski, Kouros Mohammadian, Heather Mullins, Friends of the Logan Square Library, Kevin O'Malley, Leslie Rauer (Leslie Phemister), Jim Saavo, Vicky Smith, Joe Surdam, Daniel Thomas, Martha Trotter, Kyle Whitehead

2.0 Agenda Changes and Announcements

There were no changes to the agenda or announcements.

3.0 Approval of Minutes

3.01 Minutes from February 8, 2023

[23-110](#)

Attachments: [CMAP Board 02.08.23 minutes](#)

A motion was made by Member Diane Williams, seconded by Member John Noak, that the minutes be approved. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Karen Darch, Paul Goodrich, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Carolyn Schofield, Matthew Walsh and Diane Williams

Absent: Stefan Schaffer and Anne Sheahan

Non-Voting: Kouros Mohammadian and Leanne Redden

Not Present: Jim Healy

4.0 Executive Director's Report

4.01 Executive Director's report

[23-141](#)

Executive Director Aleman announced that this meeting is being held in alignment with the governor's disaster declaration on March 31, 2023.

Executive Director Erin Aleman remarked on the passing of Alice Gallagher of the Central Council of Mayors and extended her condolences to her peers, family and friends.

Executive Director Aleman announced that the Governor will not be extending his disaster declaration beyond May 11, 2023. Upon rescinding the State's Disaster Declaration, public bodies will be required to hold in-person meetings and must have a physical quorum present. Virtual participation will be limited to conditions outlined in the Open Meetings Act and CMAP Board's by-laws. A majority of the members is required to approve a member's request to participate virtually.

Executive Director Aleman noted that the joint meeting on Wednesday October 11, 2023 coincides with Metra and Pace board meetings. Staff will be looking to reschedule the meeting time.

The executive director's report was received and filed.

5.0 Procurements and Contract Approvals

Approval of the Group Vote

A motion was made by Member Richard Reinbold, seconded by Member Matthew Walsh, to approve agenda items 5.01 through 5.06 under one vote. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Karen Darch, Paul Goodrich, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Carolyn Schofield, Matthew Walsh and Diane Williams

Absent: Stefan Schaffer and Anne Sheahan

Non-Voting: Kouros Mohammadian and Leanne Redden

Not Present: Jim Healy

- 5.01 Contract approval with CDWG in the amount of \$107,253 for Dell Data Domain repository expansion shelves for CMAP IT infrastructure** [23-122](#)

Attachments: [Dell Data Domain expansion shelves procurement memo](#)

Agenda item approved under one group vote.

- 5.02 Contract cost increase and contract term extension with Resource Systems Group (RSG) for the activity-based model update in an amount not to exceed \$50,000** [23-123](#)

Attachments: [RSG cost increase and extension memo](#)

Agenda item approved under one group vote.

- 5.03 Contract approval with UrbanSim in the amount of \$350,000 for dedicated modeler support and continuing software subscription for landuse model development** [23-124](#)

Attachments: [UrbanSim modeler support memo](#)

Agenda item approved under one group vote.

- 5.04 Contract approval with the University of Illinois at Chicago, College of Urban Planning and Public Affairs (UIC) in the amount of \$267,660 for the Cook County Property Tax Working Group** [23-125](#)

Attachments: [Cook County Tax Assessment Working Group memo](#)

Agenda item approved under one group vote.

- 5.05 Contract cost increase approval with Henricksen in an amount not to exceed \$55,000 for the fifth-floor office furniture** [23-127](#)

Attachments: [Henricksen fifth floor 2023](#)

Agenda item approved under one group vote.

- 5.06 Sole source contract with TIP Strategies, Inc. for job access and quality tool implementation in the amount of \$95,000.** [23-181](#)

Attachments: [Sole Source TIP Strategies memo](#)

Agenda item approved under one group vote.

6.0 Other Items for Consideration/Approval

- 6.01 Presentation of FY 2022 financial audit** [23-091](#)

Attachments: [FY2022 Final Audit and Single Audit - CMAP](#)

(Member Jim Healy arrived at 9:53 a.m.)

Finance Director Piotr Wietrzak and Jim Savio (Sikich) presented the FY 2022 annual financial report and management letter.

Mr. Savio highlighted changes to the format of the annual financial report and reported CMAP received an unmodified opinion on the two major programs. The audit resulted in no material weaknesses nor were there

any significant deficiencies found. Mr. Savio reviewed the contents of the Board Communications report and commended the CMAP team for their work on the audit.

A motion was made by Member Richard Reinbold, seconded by Member Karen Darch, that the FY 2022 audit be received and filed. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Karen Darch, Paul Goodrich, Jim Healy, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Carolyn Schofield, Matthew Walsh and Diane Williams

Absent: Stefan Schaffer and Anne Sheahan

Non-Voting: Kouros Mohammadian and Leanne Redden

6.02 Public participation policy

[23-183](#)

Attachments: [Public participation memo](#)
[Public participation policy](#)

A motion was made by Member John Noak, seconded by Member Diane Williams, that the updated public participation policy be approved. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Karen Darch, Paul Goodrich, Jim Healy, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Carolyn Schofield, Matthew Walsh and Diane Williams

Absent: Stefan Schaffer and Anne Sheahan

Non-Voting: Kouros Mohammadian and Leanne Redden

7.0 Executive Session

7.01 Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c)21.

[23-129](#)

The Board opted to not enter into Executive Session.

7.01A Action on recommendation from counsel regarding prior closed session minutes

[23-130](#)

A motion was made by Member Nancy Rotering, seconded by Member Carolyn Schofield to release the closed session minutes from April 12, 2006, November 28, 2007, January 9, 2013, February 13, 2013, April 9, 2014, April 13, 2016, September 14, 2016, May 10, 2017, September 13, 2017, January 10, 2018, May 9, 2018, and January 9, 2019, and to keep the remaining closed session minutes confidential. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Karen Darch, Paul Goodrich, Jim Healy, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Carolyn Schofield, Matthew Walsh and Diane Williams

Absent: Stefan Schaffer and Anne Sheahan

Non-Voting: Kouros Mohammadian and Leanne Redden

8.0 Information Items

8.01 Plan of Action for Regional Transit (PART) report update

[23-126](#)

Attachments: [PART Update memo 4.5.23](#)

Bill Barnes, Deputy of Regional Policy and Implementation, provided an update on the Plan of Action for Regional Transit (PART). The PART Steering Committee's list of principles to guide them in their recommendations include focusing on the system's financial viability in 2026 and beyond; identifying recommendations where the State has a role in implementing solutions; rebuilding a stronger system than before the pandemic; centering its recommendations on behalf of the users of the system; and being bold in its recommendations.

The PART Steering Committee has identified three areas of focus. The first area focuses on the system we want and will work to identify the policies and investments that can rebuild public confidence in the regional transit system for existing and future riders. The second area focuses on how to implement the system and identify the necessary reforms to governance structures and funding distribution mechanisms to achieve transit system goals. The third area focuses on how to pay for the system and will look at the necessary reforms and funding supports to close the operating budget shortfall and pay for incremental costs of reforms.

Deputy Barnes reported that operational revenues are being outpaced by operational costs and federal relief funding is currently covering the fiscal gap. A suite of solutions was suggested from improving savings and efficiencies to generation of new revenue. It was noted that Illinois sales tax economic activity is shrinking due to the sale of fewer goods and there is a need to consider adjustment options such as increasing or reallocating sales tax revenues.

Discussion ensued regarding additional information that would be helpful in developing potential recommendations to the Illinois General Assembly. It was suggested that governance reforms be made and that the main problems reinforce each other under the current model.

The PART Report update item was presented.

8.02 Annual report for 2022

[23-171](#)

Attachments: [2022 Annual Report Memo 4.5.23](#)
[Annual Report FY 2022](#)

Executive Director Erin Aleman presented the CMAP 2022 Annual Report. The report focuses on three main areas - transportation, climate, and regional economic competitiveness.

CMAP's transportation work aims to provide a better system and recommends investing in a stronger and more secure model, enabling expanded travel, and balancing the results of e-commerce and freight activity. A five-year transportation improvement program (TIP) was implemented and over 2,000 changes were made in 2022. It was highlighted that only 11% of the region has Americans with Disability Act (ADA) transition plans as required by Title II, and a new program was launched to bring the region into compliance with ADA. Through the Infrastructure Investment and Jobs Act (IIJA), additional projects and grant programs have been prioritized.

The goals surrounding climate action are to adapt to the effects of climate change and reserve high quality water resources. The Carbon Reduction Program focuses on planning an equitable network for electric vehicles and promoting mass transit options. With the influx of IIJA funding, the region continues to invest in climate-smart transportation solutions with a focus on equity.

CMAP launched the Greater Chicagoland Economic Partnership to drive inclusive economic growth and advance equity across the region. It was noted that engagement with various stakeholders and communities is

essential. The Future Leaders in Planning (FLIP) program had another successful year where 20 high school students were brought in to learn about the planning field.

Executive Director Aleman noted that a Diversity, Equity and Inclusion roadmap was developed to retain employees and provide an inclusive work environment and addressed some of the challenges facing the region such as the funding crisis and declining infrastructure.

A presentation of the annual report was given.

8.03 State of the Region 2023, Public Opinion Survey, Regional Excellence Awards

[23-173](#)

Attachments: [Board memo 4.12.2023 State of the Region report](#)
[SOTR AwardsBooklet FY2023](#)
[State of the Region webpage](#)

Executive Director Erin Aleman relayed findings from public opinion surveys that reported public outlook remains consistent with last year, but with increasing concern around economic issues, particularly the cost of housing.

In-person forums are being held for the State of the Region, the first of which was with McHenry County. The next meeting is with Kendall/Kane County at the end of the month.

A presentation of the State of the Region 2023, Public Opinion Survey, and Regional Excellence Awards was provided.

8.04 Legislative update

[23-121](#)

John Carpenter, Director of Intergovernmental Affairs, reported that Senate Bill 1429 is being sponsored by Senator Ram Villavalam and Senator Don DeWitt. If approved, the Bill would appropriate \$10 million to CMAP to fulfill its obligations in the Regional Planning Act. The Bill has been assigned to the Senate Appropriations Committee on Public Safety and Infrastructure. A fact sheet with more information on this legislation is available.

It was noted that the IJIA booklet was finalized and distributed and that a list of TIP projects was sent to each congressional district for staff to use as a reference.

9.0 Other Business

No other business was brought before the Board.

10.0 Public Comment

10.01 Public comments received for March 2023 CMAP Board meeting

[23-194](#)

Attachments: [Public comments received for March 2023 Board meeting](#)

Anton Seals, lead steward of the Grow Greater Englewood project, submitted a letter thanking CMAP and the Chicago Department of Transportation for their support in securing three million dollars in ITEP funding for the Englewood nature trail project and looks forward to continued collaboration.

11.0 Next Meeting

The next meeting is scheduled for May 10, 2023

12.0 Adjournment

A motion was made by Member Richard Reinbold, seconded by Member Frank Beal, to adjourn the meeting. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Karen Darch, Paul Goodrich, Jim Healy, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Carolyn Schofield, Matthew Walsh and Diane Williams

Absent: Stefan Schaffer and Anne Sheahan

Non-Voting: Kouros Mohammadian and Leanne Redden

The meeting was adjourned at 11:02 a.m.

Minutes prepared by Zaybah Rasheed and Blanca Vela-Schneider.



Chicago Metropolitan Agency for Planning

433 West Van Buren Street
Suite 450
Chicago, IL 60607

312-454-0400
cmap.illinois.gov

MEMORANDUM

To: CMAP Board

From: Finance and Administration staff

Date: May 10, 2023

Re: Three-year IGA approval between CMAP and the Cook County Department of Transportation and Highways (CCDOTH) for the Berwyn-Riverside Railroad Grade Crossing Study in the amount of \$500,000.

CMAP engaged Jacobs Engineering in 2020 to undertake feasibility studies for highway-rail grade crossings. Jacobs is nearing completion of a federally-coordinated “purpose and need statement” for a set of seven crossings in Berwyn and Riverside, including Harlem Avenue. CMAP and the CCDOTH are mutually interested in further advancing the study in Berwyn and Riverside, leading to the identification of alternatives to carry forward to preliminary engineering.

The Harlem Avenue crossing is identified as CREATE Project GS18. IDOT has programmed \$59 million in its multimodal FY 2023-2028 program for the project. However, the final cost, scope and location of any improvements need to be determined through this and subsequent studies in coordination with all stakeholders.

CMAP staff is seeking Board approval for an intergovernmental agreement between CMAP and CCDOTH to proceed with the next step of the study. Funding for this phase of the project will be provided by CCDOTH in the amount of \$500,000 for this purpose. CMAP will use the funding for consultant services procured through an open bidding process. The intergovernmental agreement will extend through November 30, 2026.

ACTION REQUESTED: Approval



Chicago Metropolitan Agency for Planning

433 West Van Buren Street
Suite 450
Chicago, IL 60607

312-454-0400
cmap.illinois.gov

MEMORANDUM

To: CMAP Board

From: Finance and Administration Staff

Date: May 10, 2023

Re: Contract approval for a one-year agreement with AECOM Technical Services, Inc. for the project management and development of municipal pavement management plans (PMPs) for the Local Technical Assistance Program (TAP-L), for a not-to-exceed Amount of \$359,855.

CMAP seeks to expand its PMP to seven additional municipalities through the TAP-L. CMAP has provided technical assistance to a total 75 communities for the completion of municipal PMPs. PMPs give participating local agencies an understanding of the importance and types of pavement preservation and maintenance, documentation of the current condition of pavement, scenarios evaluating the cost to meet different network-level pavement conditions, and a recommended capital plan that emphasizes pavement preservation treatments.

A Request for Proposals (RFP) was sent to potential consultants and posted to the CMAP website on February 1, 2023. Staff held a non-mandatory pre-bid information session for consultants on February 17, 2023. On March 1, 2023, CMAP received responses from 2 consultants: AECOM and Chastain & Associates LLC.

Consultant qualifications were reviewed by three staff members from CMAP who scored each proposal independently by March 27. The criteria for selection included the following:

1. Demonstrated record of experience and professional credentials of the consultant as well as identified staff in providing the professional services identified in the scope of work, including addressing the topical areas identified in the project background and scope of services of the RFP.
2. Prior performance of previous CMAP contracts will be considered. Consultants who are or have been seriously deficient in current or recent contract performance in the absence of evidence to the contrary or circumstances properly beyond the control of the Consultant shall be presumed to be unable to meet these requirements. Past

unsatisfactory performance will ordinarily be sufficient to justify a finding of non-responsibility.

3. The consultants' approach to project management oversight that addresses the main tasks delineated for Project Management Oversight in and the standard scope of plans developed by CMAP for PMPs in Section 2 of RFP 276
4. The consultant's experience and professional credentials in developing policy recommendations for pavement preservation.
5. The quality and relevance of examples of similar work, or work that includes similar elements.
6. Cost to CMAP, including consideration of all project costs and per-hour costs.

Table 1 shows the score of each firm that submitted a response to the RFP.

Table 1: RFP 276 Proposal Scoring

Evaluation Criteria	Max. Value	AECOM	Chastain & Associates LLC.
1. Demonstrated experience of the firm and professional credentials	24	23	19
2. Prior performance of previous CMAP contracts	10	9	7
3. Project management approach	24	22	13
4. Experience with relevant PM system software training	5	5	4
5. Quality and relevance of similar work	17	16	13
6. Cost to CMAP	20	11 (\$359,855)	20 (\$187,102)
Total	100	86	73

Following responses to follow up questions, the review team is recommending **AECOM** as the selected vendor for this project. **AECOM** had both a strong response to the scope of work and a thorough response to the follow-up questions.

CMAP staff is seeking Board approval to enter into a one-year agreement with AECOM Technical Services, Inc. for the for the not-to-exceed cost of \$359,855.00. Support for this project will be provided by FY23 and FY24 UWP funds.

ACTION REQUESTED: Approval



Chicago Metropolitan Agency for Planning

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MEMORANDUM

To: CMAP Board

From: Finance and Administration Staff

Date: May 10, 2023

Re: Multi-contract approval for a three-year term, with two, one-year optional renewals, for CMAP project consulting services, in an amount not-to-exceed amount of \$3,075,000

The Chicago Metropolitan Agency for Planning (CMAP) seeks consulting services related to a wide variety of planning tasks and projects. These services will provide assistance for various CMAP planning and programming projects and initiatives, which may include planning and implementation of completed plans. CMAP seeks firms qualified in the eleven (11) service areas listed below:

1. Land use plans
2. Bicycle and pedestrian-focused transportation plans
3. Local road safety plans/ Safety action plans
4. Planning renderings, illustrations, drawings, and graphic design
5. Market and demographic analysis
6. Capital asset assessment and capital improvement planning
7. Transportation plans
8. ADA self-evaluations and transition plans
9. Consensus-based stakeholder engagement strategy development and management
10. Regional and subregional planning and policy analysis
11. Water quality

Request for Qualifications

A Request for Qualifications (RFQ) was sent to potential contractors and posted to the CMAP website on February 22, 2023. Individual firms were invited to submit qualifications for one or

more services being requested from the list above. A pre-bid conference webinar was conducted on March 1, 2023. On March 22, 2023 CMAP received 125 responses from 52 consultants listed below (*indicates DBE, WBE, or MBE certification):

A/R360 Consultants, LLC (A/R360)	Ginkgo Planning & Design, Inc.*	Oates Associates
All Together*	Guidehouse Inc.	Public Sphere Projects
Antero Group	Hey and Associates	Sam Schwartz
Arup	High Street	SB Friedman Development Advisors, LLC
Baxter and Woodman	Hitchcock Design Group	SCB
Bruce Bondy Studio	Houseal Lavigne Associates	SE3*
Cambridge Systematics, Inc.	Images, Inc.*	Slalom
R.M. Chin & Associates (CHIN)*	Jacobs Engineering	Smith Group
Civiltech Engineering	K+P Advisory*	SOM
Confluence	Kimley-Horn	Strand Associates
Crowe LLP	Latent Design Corporation*	Teska Associates
DAMA*	Living Habitats	Toole <u>Design</u>
Daylight	Lochmueller Group	UrbanLab
Design Workshop	Metro Strategies Group*	Valerie S. Kretchmer Associates, Inc. (VSKA)
ECT	Milhouse Engineering & Construction, Inc.	Vitruvian Planning, LLC
Egret & Ox Planning, LLC*	MKSK	The William Everette Group*
Epstein	Morreale Communications*	
Geosyntec Consultants	MUSE Community + Design*	

Recommendations for Qualification

CMAP selected a minimum of three (3) and a maximum of six (6) firms for each category based on qualifications and the anticipated volume of work in that focus area over the contract period. A team of seven (7) CMAP staff from various divisions in the agency reviewed the submissions using the following evaluation criteria:

1. The demonstrated record of experience of the contractor as well as identified staff, verified by references, in providing the professional services as described in Attachment 4: Checklist of Services.
2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.

3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.
4. Service Area-specific evaluation criteria (See Attachment A)
5. The contractor is in good standing with CMAP. (All contractors are considered to be in good standing unless otherwise documented through previous project work.)

The contractor is a DBE, WBE, MBE, and/or VBE. (CMAP's procurement policy allow for a one bonus point for contractors that are certified by IDOT and listed under the Illinois Unified Certification Program (IL UCP), certification by the City of Chicago, or listed under the State of Illinois' Business Enterprise Program Illinois Commission. as a Disadvantaged Business Enterprise (DBE); Minority Business Enterprise (MBE); Veteran Business Enterprise (VBE); Women Business Enterprise (WBE); and Women/Minority Business Enterprise (WMBE).

Based on evaluation by CMAP staff and a review of references, staff recommendations are provided below in Table 1. Staff recommends approval of 28 consultants under 45 contracts. The recommended consultants include five (5) that are classified as a Disadvantaged Business Enterprise (DBE), Women-owned Business (WBE), or Minority-owned business (MBE). A description of each focus area, staff comments, and the average evaluation scores are included as Attachment A.

Table 1. Recommended Consultants

Service area	Recommended		Not recommended	
1: Land use plans	Egret and Ox Ginko Latent	Muse SOM Teska	A/R360 Confluence Design Workshop ECT Hitchcock	Houseal Lavigne MKSK SCB
2: Bicycle and Pedestrian-focused transportation plans	Epstein Lochmueller	Sam Schwartz Toole	Arup Cambridge CHIN Civiltech Design Workshop	Hitchcock Design Group Kimley Horn Smith Group
3: Local road safety / Safety action plans	Lochmueller Millhouse Sam Schwartz		Civiltech DAMA Jacobs	Kimley-Horn Toole
4: Planning renderings, illustrations, drawings, and graphic design	Bruce Bondy Design Workshop	Epstein Latent SOM Toole	All Together Arup Baxter and Woodman Hitchcock Houseal Lavigne	Living Habitats Metro Strategies Morreale SCB UrbanLab
5: Market and demographic analysis	Egret and Ox SB Friedman	VSKA	A/R360 DAMA	Guidehouse Public Sphere
6: Capital asset assessment and CIPs	No Selections Made		Antero Baxter and Woodman DAMA Epstein Geosyntec	Hey High Street Jacobs K+P Advisory Strand
7: Transportation Plans	Arup Jacobs	Kimley-Horn Sam Schwartz	Baxter and Woodman CHIN Civiltech DAMA High Street	Hitchcock Design Group Milhouse Strand Toole
8: ADA self-evaluations and transition plans	Civiltech Epstein Kimley-Horn	Strand Vitruvian		SE3

	Oates			
Service area	Recommended		Not recommended	
9: Consensus-based stakeholder engagement strategy development and management	Images Latent	Muse Teska	A/R360 All Together Antero CHIN Civiltech Confluence Crowe Daylight Design Workshop	Guidehouse Houseal Lavigne Associates Living Habitats Morreale Public Sphere Slalom William Everette
10: Regional and subregional policy and planning analysis	Antero Arup High Street	Jacobs SB Friedman	360 Consultants Crowe Geosyntec	Metro Strategies SCB
11: Water quality	ECT Geosyntec	Hey Strand		

CMAAP staff is seeking approval from the Board to enter into agreements with the recommended vendors for three-year contracts, with two, one-year optional renewals (for a total of up to five years) in an amount not-to-exceed \$3,075,000. Optional years will be dependent upon vendor performance and available budget. Each contract will be reimbursed on a project (PAO) basis. It is anticipated that support for these projects will be provided by FY 2023 – FY 2028 UWP funds and IDOT provided ADA funds, although other funds could be utilized if they become available.

ACTION REQUESTED: Approval

Attachment A
RFQ 277 Project Consulting Services

Each service area below includes a description of the proposed project work within that service area, staff comments regarding the selected consultants, and a table of average scores for each consultant within each evaluation criteria. Selected vendors are indicated in **bold**.

1. Land use plans

The land use plan service area includes comprehensive plans, downtown, neighborhood, corridor, subarea, site plans, and other forms of land use planning.

Service Area 1: Land Use Plans (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience developing implementable action items and achievable recommendations for municipal staff and decision-makers; experience engaging and soliciting meaningful feedback and project participation from marginalized and hard-to-reach populations within a community.	5. The contractor is in good standing with CMAP	6. The contractor is a DBE, WBE, MBE, and/or VBE	Total
Max Score:	25	20	25	25	5	1	101
A/R360	10.0	15.7	14.0	10.7	5.0	0.0	55.3
Confluence	18.3	15.0	11.7	13.0	5.0	0.0	63.0
Design Workshop	22.7	11.3	15.7	14.0	5.0	0.0	68.7
ECT	11.3	15.3	13.0	11.3	5.0	0.0	56.0
Egret & Ox	20.0	17.0	18.0	14.7	5.0	1.0	75.7
Ginkgo	25.0	18.0	22.7	23.0	5.0	1.0	94.7
Hitchcock	9.7	1.7	4.0	5.7	5.0	0.0	26.0
Houseal Lavigne	25.0	10.7	10.0	12.7	5.0	0.0	63.3
Latent	19.7	15.7	17.0	14.0	5.0	1.0	72.3
MKSK	19.7	11.0	12.3	15.7	5.0	0.0	63.7
MUSE	22.3	19.7	23.7	21.7	5.0	1.0	93.3
SCB	20.0	11.3	7.7	14.0	5.0	0.0	58.0
SOM	19.3	13.3	21.3	16.0	5.0	0.0	75.0
Teska	24.0	16.0	14.0	18.3	5.0	0.0	77.3

2. Bicycle and pedestrian-focused transportation plans

These plans address non-motorized transportation needs, often with the goal of improving and increasing transit access and use of transportation alternatives.

Service Area 2: Bicycle and Pedestrian Plans (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience with developing mobility recommendations that center the experiences of vulnerable road users and those outside of a vehicle.	5. The contractor is in good standing with CMAP	6. The contractor is a DBE, WBE, MBE, and/or VBE	Total
Max Score:	25	20	25	25	5	1	101
Arup	19.0	10.7	9.7	13.3	5.0	0.0	57.7
Cambridge	21.3	11.0	6.7	14.0	5.0	0.0	58.0
CHIN	23.3	20.0	14.7	18.3	5.0	1.0	82.3
Civiltech	20.7	11.7	19.0	21.0	5.0	0.0	77.3
Design Workshop	25.0	13.3	16.3	23.3	5.0	0.0	83.0
Epstein	25.0	20.0	25.0	20.0	5.0	0.0	95.0
Hitchcock	11.7	6.7	8.3	9.0	5.0	0.0	40.7
Lochmueller	24.0	18.7	18.3	21.7	5.0	0.0	87.7
Smith Group	25.0	14.0	15.7	23.3	5.0	0.0	83.0
Sam Schwartz	25.0	20.0	14.3	21.7	5.0	0.0	86.0
Toole	25.0	13.3	21.0	23.3	5.0	0.0	87.7

3. Local road safety plans / Safety Action Plans

A local road safety plan (LRSP) provides a process for identifying and prioritizing potential safety improvements on local roads.

Service Area 3: Local road safety / safety action plans (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience with the Safe System Approach to traffic safety; knowledge and experience creating Safety Action or Vision Zero Plans that consider the safety and mobility needs for all road users including those who walk, bicycle, and access transit; familiarity with the USDOT Safe Streets for All Program or the National Roadway Safety Strategy.	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
Civiltech	16.3	12.3	14.0	15.7	3.3	0.0	61.7
DAMA	13.7	9.0	0.0	8.0	5.0	1.0	36.7
Jacobs	25.0	13.0	7.3	25.0	5.0	0.0	75.3
Kimley-Horn	24.7	10.7	11.0	22.0	5.0	0.0	73.3
Lochmueller	23.3	18.7	20.0	23.3	5.0	0.0	90.3
Milhouse	17.7	18.7	24.0	18.3	5.0	0.0	83.7
Sam Schwartz	24.0	16.0	13.0	24.3	5.0	0.0	82.3
Toole	25.0	13.7	6.3	25.0	5.0	0.0	75.0

4. Planning renderings, illustrations, drawings, and graphic design

These services cover general graphic designer support, to include renderings, illustrations, and drawings to demonstrate the visual impact of planning or policy directions in specific areas using hand-drawn or computer-generated mediums.

Service Area 4: Planning renderings, illustrations, drawings, and graphic design (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated ability to enhance content through graphic design/renderings that demonstrate the visual impact of planning or policy, with visuals that are appealing, easy to understand and accessible to all users.	5. The contractor is in good standing with CMAP	6. The contractor is a DBE, WBE, MBE, and/or VBE	Total
Max Score:	20	25	25	25	5	1	101
All Together	18.7	14.7	11.0	19.7	5.0	1.0	70.0
Arup	22.0	12.0	9.3	23.3	5.0	0.0	71.7
Baxter and Woodman	20.3	9.7	10.0	19.7	5.0	0.0	64.7
Bruce Bondy	25.0	15.0	9.7	20.7	5.0	0.0	75.3
Design Workshop	23.0	17.0	17.3	21.3	5.0	0.0	83.7
Epstein	22.3	15.7	24.0	22.7	5.0	0.0	89.7
Hitchcock	16.0	5.3	7.7	14.7	3.3	0.0	47.0
Houseal Lavigne	21.7	8.7	6.7	25.0	5.0	0.0	67.0
Latent	20.0	19.7	18.7	22.3	5.0	1.0	86.7
Living Habitats	21.0	8.7	5.0	18.3	5.0	0.0	58.0
Metro Strategies	17.3	9.3	14.7	18.0	5.0	1.0	65.3
Morreale	14.0	12.3	13.0	14.7	5.0	1.0	54.7
SCB	21.0	7.0	12.7	23.7	5.0	0.0	69.3
SOM	23.0	15.3	23.0	24.3	5.0	0.0	90.7
Toole	23.7	14.7	7.3	24.3	5.0	0.0	75.0
UrbanLab	21.3	7.0	7.3	24.0	5.0	0.0	64.7

5. Market and demographic analysis

Market analysis may be used to inform existing conditions analysis or plan recommendations based on site-driven analysis, use-driven analysis, or fiscal impact analysis.

Service Area 5: Market and Demographic Analysis (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience using both quantitative and qualitative (i.e. asset-based analysis and storytelling) approaches to generate insights and recommendations on local and regional population, employment, housing, tax, and real estate conditions or issues.	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
A/R360	16.0	15.0	18.0	15.3	5.0	1.0	70.3
DAMA	13.0	18.3	13.0	14.7	5.0	1.0	65.0
Egret & Ox	19.3	18.3	20.7	21.7	5.0	1.0	86.0
Guidehouse	20.3	17.3	17.0	22.0	5.0	0.0	81.7
Public Sphere	18.7	16.0	11.7	17.7	5.0	0.0	69.0
SB Friedman	23.3	17.0	23.3	22.3	5.0	0.0	91.0
VSKA	23.3	17.7	19.0	21.3	5.0	0.0	86.3

6. Capital asset assessment and capital improvement planning

This service area includes assisting communities with infrastructure capital asset inventory, condition assessment (condition, age, service history, design life, useful life, level of redundancy), prioritization of future capital improvements based on importance and condition, and asset management planning.

No selections were made for this category

Service Area 6: Capital asset assessment and capital improvement planning							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor’s overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor’s approach to integrating CMAP’s Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience developing CIPs that use public engagement, particularly with marginalized and hard-to-reach populations, and produce deliverables that are implementable and provide guidance for municipal staff on how to update and revise the information.	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
Antero	18.0	13.3	16.7	15.7	5.0	0.0	68.7
Baxter and Woodman	19.7	10.0	0.0	13.0	5.0	0.0	47.7
DAMA	12.0	3.3	0.0	4.3	5.0	1.0	25.7
Epstein	13.0	10.0	15.7	12.0	5.0	0.0	55.7
Geosyntec	13.0	5.0	4.0	12.0	5.0	0.0	39.0
Hey	13.0	5.0	20.7	12.0	5.0	0.0	55.7
High Street	13.0	5.0	9.7	13.0	5.0	0.0	45.7
Jacobs	25.0	10.7	3.3	13.0	5.0	0.0	57.0
K+P Advisory	3.3	0.0	11.3	11.3	5.0	1.0	32.0
Strand	13.0	10.0	18.0	12.0	5.0	0.0	58.0

7. Transportation plans

These plans may address reviewing the feasibility of transportation infrastructure improvement recommendations; assessing conditions and developing recommendations for specific corridors, intersections, and/or community-wide surface transportation systems that include roadways, bicycle, and pedestrian infrastructure; and developing graphically driven concept plans.

Service Area 7: Transportation plans (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. A strong history of plans that have been implemented; knowledge of funding opportunities for implementation; demonstrated experience in equitable public engagement to assess transportation needs by different socio-demographic groups.	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
Arup	20.7	19.0	18.7	19.3	5.0	0.0	82.7
Baxter and Woodman	19.0	13.0	13.3	15.7	5.0	0.0	66.0
CHIN	17.3	13.3	14.0	18.3	5.0	1.0	69.0
Civiltech	21.3	15.7	20.3	16.0	5.0	0.0	78.3
DAMA	14.3	10.0	14.0	10.0	5.0	1.0	54.3
High Street	20.3	14.0	12.3	11.7	5.0	0.0	63.3
Hitchcock	15.0	8.3	9.0	10.3	5.0	0.0	47.7
Jacobs	24.3	15.7	17.3	22.7	5.0	0.0	85.0
Kimley-Horn	25.0	19.3	15.7	22.3	5.0	0.0	87.3
Milhouse	8.7	14.3	20.0	12.7	5.0	0.0	60.7
Sam Schwartz	23.0	19.0	21.7	21.7	5.0	0.0	90.3
Strand	18.3	15.7	22.7	15.0	5.0	0.0	76.7
Toole	21.3	16.3	14.0	18.7	5.0	0.0	75.3

8. ADA self-evaluation and transition plans

These projects seek to assist local municipalities develop and implement ADA transition plans and self-evaluations in compliance with Title II requirements, specifically focused on public rights-of-way.

Service Area 8: ADA self-evaluation and transition plans (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience and knowledge of ADA requirements, and the implementation of a planning process that advances and amplifies the voices of people with disabilities.	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
Civiltech	19.0	11.3	16.3	12.0	5.0	0.0	63.7
Epstein	13.0	11.3	25.0	13.0	5.0	0.0	67.3
Kimley-Horn	25.0	7.7	12.0	24.3	5.0	0.0	74.0
Oates	25.0	13.3	14.7	25.0	5.0	0.0	83.0
SE3	5.0	3.3	12.0	12.0	5.0	1.0	38.3
Strand	19.3	13.3	20.7	17.3	5.0	0.0	75.7
Vitruvian	25.0	17.7	25.0	25.0	5.0	0.0	97.7

9. Consensus-based stakeholder engagement strategy development and management

This service area includes collaborating with CMAP staff to develop strategies for policy development through stakeholder consensus building activities to realize more equitable and resilient outcomes for all.

Service Area 9: Consensus-based stakeholder engagement strategy development and management (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience utilizing customized outreach techniques, formats, and/or materials to identify and engage stakeholders, including hard-to-reach populations, building consensus, message mapping, and meeting facilitation.	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
A/R360	16.7	15.0	18.7	18.0	5.0	1.0	74.3
All Together	24.7	19.7	14.7	23.3	5.0	1.0	88.3
Antero	19.7	15.7	16.3	16.7	5.0	0.0	73.3
CHIN	18.7	15.0	9.0	18.7	5.0	1.0	67.3
Civiltech	22.0	14.3	24.7	17.3	5.0	0.0	83.3
Confluence	13.7	11.3	11.3	13.7	5.0	0.0	55.0
Crowe	16.3	12.0	11.3	17.3	5.0	0.0	62.0
Daylight	20.3	18.0	13.3	22.0	5.0	0.0	78.7
Design Workshop	22.7	16.7	17.3	20.7	5.0	0.0	82.3
Guidehouse	21.0	14.7	10.7	14.0	5.0	0.0	65.3
Houseal Lavigne	22.7	12.7	13.7	20.7	5.0	0.0	74.7
Images	22.3	15.3	24.3	20.0	5.0	1.0	88.0
Latent	24.0	19.3	23.3	24.3	5.0	1.0	97.0
Living Habitats	20.7	19.0	11.3	21.3	5.0	1.0	78.3
Morreale	18.0	16.0	10.0	13.3	5.0	1.0	63.3
MUSE	24.7	20.0	24.3	25.0	5.0	1.0	100.0
Public Sphere	19.0	18.3	13.3	18.3	5.0	0.0	74.0
Slalom	18.7	16.3	24.7	16.0	5.0	0.0	80.7
Teska	25.0	18.3	20.0	23.3	5.0	0.0	91.7
William Everette	18.3	15.7	10.0	18.3	5.0	1.0	68.3

10. Regional planning and policy analysis

These analyses would involve collaborating with CMAP to answer discrete questions raised through the regional planning and policy process, either to leverage specific subject matter expertise or extend the capacity of CMAP staff.

Service Area 10: Regional planning and policy analysis (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience in advanced analysis skills needed to generate short, medium, and long length research and position papers outlining conditions and opportunities at regional and county-level geographies; quantitative proficiency (e.g., descriptive statistics, GIS); and prudent data management (e.g., the use of margins of error).	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
A/R360	12.3	10.0	9.3	14.3	5.0	1.0	52.0
Antero	13.0	17.3	17.3	13.0	5.0	0.0	65.7
Arup	20.7	15.0	15.0	16.7	5.0	0.0	72.3
Crowe	13.3	6.7	7.3	15.7	5.0	0.0	48.0
Geosyntec	14.3	10.7	9.3	10.7	5.0	0.0	50.0
High Street	19.0	15.0	12.3	14.0	5.0	0.0	65.3
Jacobs	20.0	10.7	11.7	19.7	5.0	0.0	67.0
Metro Strategies	14.0	9.0	9.0	11.3	5.0	1.0	49.3
SB Friedman	20.7	19.3	19.0	19.0	5.0	0.0	83.0
SCB	15.7	5.7	6.7	11.3	5.0	0.0	44.3

11. Water Quality

This services area consists of tasks to assist CMAP with watershed-based planning or technical assistance being conducted in partnership with Illinois EPA.

Service Area 11: Water quality (bold indicates recommended contractor)							
Criteria:	1. The demonstrated record of experience of the contractor in providing the professional services identified.	2. The contractor's overall philosophy working with diverse and/or marginalized communities to achieve equitable outcomes.	3. The contractor's approach to integrating CMAP's Core Values in their interactions with their employees, stakeholders, and communities in which they work.	4. Demonstrated experience in water quality modeling and level of proficiency with various water quality models and software, and experience using such models for watershed and/or nonpoint source pollution related activities; use of models and software including BASINS, HSPF, L-THIA, STEP-L, SWAT, HAWQS, SWMM, SUSTAIN, AGWA, WASP, CE-QUAL-W2, QUAL2K/Kw, SPARROW, BATHTUB, and WiLMS; understanding of compatibility between the different models would be beneficial as well; and experience with and methodologies used, including GIS-based apps and tools, to assess streambank, shoreline, and detention basin conditions as well as BMP selection.	5. The contractor is in good standing with CMAP.	6. The contractor is a DBE, WBE, MBE, VBE, and/or BEPD.	Total
Max Score:	25	20	25	25	5	1	101
ECT	23.0	17.7	18.3	21.7	5.0	0.0	85.7
Geosyntec	24.7	13.3	17.3	24.7	5.0	0.0	85.0
Hey	22.0	13.0	18.3	21.7	5.0	0.0	80.0
Strand	22.3	15.3	23.3	22.7	5.0	0.0	88.7



Chicago Metropolitan Agency for Planning

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MEMORANDUM

To: CMAP Board

From: Finance and Administration Staff

Date: May 10, 2023

Re: Contract approval for an 18-month agreement with StreetLight Data for the Speed Data Project: Processing Connected Vehicle Data and Crash Characteristics, for a not-to-exceed amount of \$375,890

CMAP is committed to improving traffic safety for all road users in the region. Within the CMAP region, there is an average of 550 traffic fatalities each year. Currently in Illinois, about 40% of fatal crashes include some element of “speeding” identified in the crash report such as driving above the speed limit, driving too fast for conditions, or failing to reduce speed to avoid a crash.

CMAP has been selected for an IDOT Statewide Planning & Research (SPR) grant to evaluate speeding in the region and its association with traffic crashes, serious injuries, and fatalities. This project, Speed Data Project: Processing Connected Vehicle Data and Crash Characteristics, has the goal of identifying complex speed profiles on road segments and intersections that are associated with increased risk of traffic crashes or crash severity. Locations with the most dangerous speed profiles will be identified so that efforts can be made to encourage drivers to drive at appropriate speeds or dangerous road configurations will be identified so that they can be improved.

Review Process

A Request for Proposals (RFP) was sent to potential contractors and posted to the CMAP website on February 27, 2023. Staff held a non-mandatory on-line pre-bid information session for consultants on March 7, 2023. On March 31, CMAP received proposals from ten consulting firms that are nationally recognized in the area of traffic safety, processing connected vehicle data, website development, and statistical analysis: ARUP, Cambridge Systematics, DAMA Consultants, Parsons Transportation Group, Slalom, SRF Consulting Group, StreetLight Data, TranSmart, Texas A&M Transportation Institute (TTI), and WSP.

A selection team of three CMAP staff members reviewed and evaluated the proposals: Each member independently scored the proposals based on the following five criteria listed in the RFP:

1. The responsiveness of the proposal to the scope of work, as demonstrated through a substantive discussion of the issues and a clearly defined methodology, process, and timeline.
2. The demonstrated record of experience of the firm as well as identified staff in providing the professional services identified in this scope of work and tasks.
3. Prior performance of previous CMAP contracts.
4. The quality and relevance of the examples of similar work performed.
5. Cost to CMAP, including consideration of all project costs and per-hour costs.

The individual scores of the selection team members were combined to develop a final composite score for each proposal, shown in the following table.

Criteria	Maximum Score	ARUP	Cambridge Systematics	DAMA Consultants
The responsiveness of the proposal to the scope of work, as demonstrated through a substantive discussion of the issues and a clearly defined methodology, process, and timeline.	60	24.0	45.0	12.00
The demonstrated record of experience of the firm as well as identified staff in providing the professional services identified in this scope of work and tasks	40	20.7	30.0	12.00
Prior performance of previous CMAP contracts	20	8.0	10.3	8.00
The quality and relevance of the examples of similar work performed	40	20.7	25.3	12.00
Cost, including consideration of all project costs and per-hour costs	20	18.54 \$405,442	18.28 \$411,265	18.55 \$405,227
Total	180	91.94	128.88	62.55

Criteria	Maximum Score	Parsons Transportation Group	Slalom	SRF Consulting Group	StreetLight Data
The responsiveness of the proposal to the scope of work, as demonstrated through a substantive discussion of the issues and a clearly defined methodology, process, and timeline.	60	31.00	4.00	38.00	55.00
The demonstrated record of experience of the firm as well as identified staff in providing the professional services identified in this scope of work and tasks	40	25.33	8.00	16.00	33.33
Prior performance of previous CMAP contracts	20	8.00	6.00	8.00	10.33
The quality and relevance of the examples of similar work performed	40	20.67	6.67	20.67	28.67
Cost, including consideration of all project costs and per-hour costs	20	17.48 \$429,986	17.48 \$430,000	18.03 \$417,011	20.0 \$375,890
Total	180	102.48	42.15	100.7	147.33

Criteria	Maximum Score	TranSmart	Texas A&M Transportation Institute (TTI)	WSP
The responsiveness of the proposal to the scope of work, as demonstrated through a substantive discussion of the issues and a clearly defined methodology, process, and timeline.	60	24.00	45.00	31.00
The demonstrated record of experience of the firm as well as identified staff in providing the professional services identified in this scope of work and tasks	40	20.67	30.00	25.33
Prior performance of previous CMAP contracts	20	8.00	8.00	8.00
The quality and relevance of the examples of similar work performed	40	25.33	33.33	16.00
Cost, including consideration of all project costs and per-hour costs	20	18.37 \$409,210	17.50 \$429,710	17.51 \$429,380
Total	180	96.37	133.83	97.84

Recommendation for contractor selection

The selection team recommends StreetLight Data as the contractor for the Speed Data Project: Processing Connected Vehicle Data and Crash Characteristics project. The StreetLight team includes Jacobs Engineering Group as well as High Street. Streetlight is a national leader in the in the processing of connect vehicle “Big Data” projects and machine learning processing which are both critical for this effort. The team also includes extensive experience in traffic crash data analysis and experience with crash modifications factors (CMF) that can be used to estimate the safety benefit of improvements.

CMAP staff is seeking approval form the Board approve for an 18-month contract with StreetLight Data to fulfill the tasks identified in Speed Data Project: Processing Connected Vehicle Data and Crash Characteristic for the not-to-exceed amount of \$ 375,890. Support for this project will be provided by an IDOT SPR funds specifically provided for this project.

ACTION REQUESTED: Approval

Coordinating Committee 2022 Annual Report

Committee charge

The Coordinating Committee is charged with contributing to the agency's mission and supporting the implementation of the agency's strategic direction and the long-range transportation plan.

Goals and objectives

The goals and objectives of the Coordinating Committee include:

- Broadening regional awareness of and support for the agency's initiatives
- Assisting the agency's leadership in the decision-making process by providing needed information
- Creating a space for cross-collaboration between the transportation, climate, and regional economy committees, and the Board representatives
- Evaluating the alignment of the agency's work with CMAP's core values of serve with passion, pursue equity, foster collaboration, lead with excellence, and drive innovation
- Monitoring the agency's progress in advancing key performance measures identified by the transportation, climate, and regional economy committees

Summary of work

Work to date

In 2022, each of the committee meetings focused on work that exemplified one of CMAP's core values (driving innovation, serving with passion, fostering collaboration, leading with excellence, pursuing equity), and one of the focus areas: transportation, climate, and regional economy.

The committee's first meeting of 2022 focused on the Strategic Direction, as well as the core values of driving innovation, and serving with passion. The committee received a presentation on CMAP's Strategic Direction, and subsequent committee realignment, as well as the role of the Coordinating Committee in aligning CMAP's work to the agency's core values and three focus areas. During this meeting the committee also heard about the Regional Infrastructure Accelerator program, which aims to accelerate the development of projects like bridge rehabilitation, as well as electric vehicle infrastructure, and ADA projects.

In May the committee's work focused on the theme of regional economy and fostering collaboration. The committee received a presentation on the agency's draft Strategic Direction,

which led to a discussion about opportunities to exchange ideas and information among working level committees through annual reporting. During this meeting the committee also received an overview of the Infrastructure Investment and Jobs Act (IIJA), and CMAP's role in facilitating regional coordination around funding opportunities. The presentation included an overview of the implementation of the IIJA's formula and competitive programs.

The following meeting focused on the theme of transportation and leading with excellence. Committee liaisons from the Transportation Committee presented their annual report. In addition, the committee received an overview of CMAP's ADA transition planning work. This included an overview of a multifaceted program that CMAP is currently creating, which includes education and training, outreach, technical assistance as well as tools and resources that can help communities in the region improve accessibility and integrate people with disabilities.

The last committee meeting of 2022 focused on the theme of climate and pursuing equity. Committee liaisons from the Climate Committee presented their annual report, and the committee discussed the need for more synergy between the topic of climate and freight movement, especially in areas of the region that are experiencing a growth in logistics facilities. The Climate Committee report also led to a discussion about CMAP's recently released greenhouse gas emissions inventory for communities across the region.

Following the Climate Committee's annual report, committee members also received an overview of the Community Alliance for Regional Equity (CARE), which aims to create deeper partnerships between community-based organizations and CMAP. CARE is part of a multi-year investment to make the agency's engagement more equitable and inclusive of communities that are traditionally excluded from the planning process. The Committee discussed examples of successful engagement efforts in their communities, as well as examples from partner organizations, like RTA's strategic plan effort and Cook County's Equity Fund Taskforce.

[Discussion on performance measures](#)

Because of the Coordinating Committee's unique role in providing opportunities for cross collaboration between working level committees and Board representatives, the Committee is charged with monitoring the agency's progress in advancing key performance measures identified by the transportation, climate, and regional economy committees.

Throughout the last year committee members received updates on performance measures from each of the working level committees in the form of committee reports. These measures contribute to the agency's Strategic Direction and implementation of ON TO 2050 recommendations.



Chicago Metropolitan Agency for Planning

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312-454-0400
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MEMORANDUM

TO: CMAP Board

FROM: **Amy McEwan**, Deputy Executive Director

Date: May 1, 2023

Re: Amendment Consideration for the CMAP By-Laws

Introduction:

Attached to this memo is a copy of the Boards By-Laws with potential amendments for consideration.

Article Three:

Upon recommendation of legal counsel, provides further clarification on virtual meeting participation.

Upon recommendation of legal counsel, provides clarification that the board and its committees may use a consent agenda to transact business.

Article Four: Powers of the Executive Committee

Options provided by legal counsel for Board consideration to expand the duties the Executive Committee may conduct on behalf of the board.

Authorizes the Executive Committee to approve agenda items from the Board agenda if the Board is unable to meet.

Article Seven: Power of the Executive Director

Upon recommendation of legal counsel, ties the simplified acquisition threshold or maximum contract authority of the Executive Director to existing or if it is updated in the future the limits in State Statute.

BY-LAWS

OF THE

CHICAGO METROPOLITAN AGENCY FOR PLANNING

Adopted June 21, 2006

Revised November 28, 2007

Revised November 13, 2013

Revised October 11, 2017

Revised June 9, 2021

**BY-LAWS
OF THE**

CHICAGO METROPOLITAN AGENCY FOR PLANNING

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ARTICLE ONE
Purpose of the Chicago Metropolitan Agency for Planning

The Chicago Metropolitan Agency for Planning (“CMAP”) was created by the Regional Planning Act (70 ILCS 1707/1 et. seq.) (the “Act”), and the agency’s Policy Committee is the federally-designated Metropolitan Planning Organization for northeastern Illinois as detailed in the Federal-Aid Highway Act of 1962 [23 U.S.C. § 134]. The Act provides for a consolidated regional planning agency to plan for the most effective public and private investments in the northeastern Illinois region, to better integrate plans for land use and transportation, program transportation funds, and serve as the region’s data hub.

CMAP was created to address the development and transportation challenges in Cook, DuPage, Kane, Kendall, Lake, McHenry and Will Counties. The agency also provides research on transportation system safety and equity, freight, housing, economic development, and environment and natural resources through the federally- required metropolitan planning process.

These Rules shall serve to guide the proper functioning of the urban transportation planning process by CMAP as well as general procedures and policies for CMAP, and CMAP committees.

ARTICLE TWO
Definitions

As used in these By-Laws, the following terms shall mean:

- (a) Act means the Regional Planning Act, effective August 9, 2005, as amended now and hereafter.
- (b) Board means the fifteen voting members and non-voting members of CMAP.
- (c) Board member means a voting member or non-voting member of CMAP.
- (d) Policy Committee means the decision-making body of the MPO.
- (e) Chair means the Chair of the Board.
- (f) Executive Director means the Executive Director of the Chicago Metropolitan Agency for Planning.
- (g) Northeastern Illinois region means Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will Counties.
- (h) CMAP means the Chicago Metropolitan Agency for Planning created pursuant to the Act.

ARTICLE THREE
Organization of the Chicago Metropolitan Agency for Planning

1. Composition of the Board

The CMAP is governed by a board (“Board”) consisting of the following 15 voting members and non-voting members, all as appointed by pursuant to the Regional Planning Act (the “Act”) and serving for initial terms as follows:

- A. One member from DuPage County appointed cooperatively by the mayors of DuPage County and the chief elected county official of DuPage County with a term expiring on July 1, 2007.
- B. One member representing both Kane and Kendall Counties appointed cooperatively by the mayors of Kane County and Kendall County and the chief elected county officials of Kane County and Kendall County with a term expiring on July 1, 2007.
- C. One member from Lake County appointed cooperatively by the mayors of Lake County and the chief elected county official of Lake County with a term expiring on July 1, 2009.
- D. One member from McHenry County appointed cooperatively by the mayors of McHenry County and the chief elected county official of McHenry County with a term expiring on July 1, 2009.
- E. One member from Will County appointed cooperatively by the mayors of Will County and the chief elected county official of Will County with a term expiring on July 1, 2009.
- F. Five members from the City of Chicago appointed by the Mayor of the City of Chicago. As designated at the time of appointment, the terms of 2 of these members shall expire on July 1, 2007 and the terms of the other 3 members shall expire on July 1, 2009.
- G. One member from that portion of Cook County outside of the City of Chicago appointed by the President of the Cook County Board of Commissioners with a term expiring on July 1, 2007.
- H. Four members from that portion of Cook County outside of the City of Chicago appointed, with the consent of the President of the Cook County Board of Commissioners, as follows:
 - 1) One by the mayors representing those communities in Cook County that are outside of the City of Chicago and north of Devon Avenue with a term expiring on July 1, 2007.
 - 2) One by the mayors representing those communities in Cook County that are outside of the City of Chicago, south of Devon Avenue, and north of

Interstate 55, and in addition the Village of Summit with a term expiring on July 1, 2009.

- 3) One by the mayors representing those communities in Cook County that are outside of the City of Chicago, south of Interstate 55, and west of Interstate 57, excluding the communities of Summit, Dixmoor, Posen, Robbins, Midlothian, Oak Forest, and Tinley Park with a term expiring on July 1, 2007.
- 4) One by the mayors representing those communities in Cook County that are outside of the City of Chicago and east of Interstate 57, and, in addition, the communities of Dixmoor, Posen, Robbins, Midlothian, Oak Forest, and Tinley Park with a term expiring on July 1, 2009.

I. The Policy Committee may appoint one of their members to serve as a non-voting member and the CMAP Board may appoint other non-voting members of the Board. All members must reside in the seven-county region.

2. Terms

After their initial terms, Board members shall hold a term of 4 years or until successors are appointed and qualified.

3. Vacancies

If a vacancy occurs, the appropriate appointing authority shall fill the vacancy by an appointment for the unexpired term.

4. Compensation

Board members shall receive no compensation, but shall be reimbursed for expenses incurred in the performance of their duties.

5. Attendance by Video or Audio Conference

Board members or committee members may attend a Board or committee meeting via audio or video conference only to the extentas permitted under the Open Meetings Act (5 ILCS 120~~4~~/1, *et seq.*), now and as hereafter amended.

~~6. Virtual Meetings~~

~~The Board and its committees may conduct meetings by audio or video conference, without the physical presence of a quorum of the members, to the extent permitted by, and in accordance with, Section 7(e) of the Illinois Open Meetings Act, as may be amended.~~

~~7.6. Quorum~~

A majority of the voting Board members holding office shall constitute a quorum for the purpose of convening a meeting of the Board.

~~8.7. Voting~~

- A. A vote shall be taken on any motion, resolution, or ordinance of the CMAP Board and shall be included in the record of the meeting.
- B. The affirmative votes of at least 4/5 of the voting Board members in office is necessary for the Board to take any action for which Board approval is required pursuant to the Act or these By-Laws. A Board member or committee member who attends a meeting via audio or video conference ~~telephone~~ (as provided in Article 3, Section 5 above) is considered present for purposes of voting.

~~9.8. Regular Meetings and Time and Place of Meetings~~

Regular meetings of the Board shall be held at least once in each calendar quarter. The time and place of Board meetings shall be fixed by resolution of the Board.

~~10.9. Special Meetings~~

Special meetings of the Board may be called by the Chair or a majority of the Board members.

~~11.10. Workshop Meetings~~

The Board may choose to hold workshop meetings from time to time, by a call of the Chair or a majority of the Board members. A quorum shall not be necessary for conducting a workshop; however, all board workshops shall be noticed in the same manner as regular meetings of the Board, and no final action may be taken at any Board workshop. Workshop meetings shall be considered meetings of the Board for purposes of these By-Laws and the Open Meetings Act.

~~12.11. Notice to Board Members~~

A written notice of the time and place of any special meeting or workshop shall be provided to all Board members at least 96 hours prior to the date fixed for the meeting by regular mail, e-mail or facsimile, except that if the time and place of a special meeting is fixed at a regular meeting at which all Board members are present, no such written notice is required.

13.12. Chair, First Vice Chair, and Second Vice Chair

At its initial meeting and its first regular meeting after July 1 of each year thereafter, the Board shall appoint from its membership a Chair, a first vice Chair and a second vice Chair who will all serve until their successors are appointed. The- first vice Chair shall act as Chair during the absence or disability of the Chair and in case of resignation or death of the Chair and shall carry out such other duties as designated by resolution of the Board. If the first vice Chair is unavailable to take on such duties, the second vice Chair shall act as Chair during the absence or disability of the Chair and in case of resignation or death of the Chair and shall carry out such other duties as designated by resolution of the Board.

14.13. Agenda Development and Distribution For Board Meetings

- A. Before a Board meeting, the Chair shall review a tentative agenda prepared by the Executive Director and set a final agenda for the upcoming Board meeting. Board members' requests to place an item on the agenda shall be made to the Executive Director or the Chair at least 96 hours prior to the date fixed for the meeting.
- B. The Executive Director shall provide the agenda for each regular meeting to all Board members at least 72 hours before such meeting. The Executive Director shall also provide to each Member a draft of each ordinance or resolution to be proposed for action of the Board at least 72 hours before such meeting. The agenda for such meeting shall be posted at the principal office of CMAP and at the location where the meeting will be held, at least 48 hours before such meeting. Revisions to the agenda may be made by the Chair or by a majority of the Board not less than 72 hours prior to the meeting, including addition to the agenda of items requiring adoption of an ordinance or resolution at the meeting, provided, however, that a copy of each ordinance or resolution is also made available to each Member.

15.14. Consent Agenda

- A. At any meeting, the Board may, by unanimous consent, take a single vote on the several questions of the passage of any two or more of the designated ordinances, orders, resolutions, or motions placed together for voting purposes in a single group (the "Consent Agenda"). The Executive Director may, but is not required to, submit a Consent Agenda to be considered by the Board at each Board meeting. The Consent Agenda may contain (1) all matters deemed by the Executive Director to be of a noncontroversial nature; (2) all matters on which the Board has previously issued a preliminary favorable vote or recommendation; and (3) the approval of bids when the recommendation is to accept the low bidder.
- B. Any item may be removed from the Consent Agenda at the Board meeting by the request of any one member. Upon removal, the item will be considered and voted upon separately.
- C. A single vote on the Consent Agenda shall be deemed in compliance with all requirements of law for all intents and purposes as if the vote in each case had been taken separately for each individual item on the Consent Agenda. Members voting on

the Consent Agenda may state those specific items for which they vote nay, or abstain.

16.15. Minutes of Board and Committee Meetings

Written minutes of all Board and committee meetings shall be prepared. Such minutes shall include, but need not be limited to:

- 1) the date, time and place of the meeting;
- 2) the members recorded as either present or absent (if any members attended via audio or video conference, the minutes of such meetings must state which members were physically present and which members were present via audio or video conference); and
- 3) a summary or discussion on all matters proposed, deliberated or decided, and a record of any votes taken.

Board members may request that specific comments be included in the minutes.

Minutes of all meetings open to the public shall be maintained on file by the Executive Director.

Minutes of prior meetings open to the public and prior meetings closed to the public shall be furnished to Board members in the advance Board packages for review and approval at the ensuing Board meeting.

Minutes of meetings open to the public shall be available for public inspection during the regular business hours of CMAP at the principal office of CMAP within 7 days of the approval of such minutes. Minutes of meetings closed to the public shall be placed in a confidential file and available for public inspection only after the Board determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential.

The Board shall periodically, but no less than semi-annually, meet to review minutes of all closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

17.16. Compliance with the Open Meetings Act

All meetings of the Board and committees shall be held in compliance with the Open Meetings Act (5 ILCS 1201/1, *et seq.*), now and as hereafter amended.

18.17. Board Committees

The committees of the Board may make recommendations to the Board, but, except as provided to the contrary in these By-Laws with respect to the Executive Committee, the

Board takes all actions for CMAP. The committees of the Board are as follows:

- A. Executive Committee. The Executive Committee shall serve as the audit and finance committee and (i) manage the day-to-day operations of CMAP; (ii) review and direct the activities of the other committees of CMAP; (iii) make recommendations on an executive director; (iv) develop strategic plans and policies for CMAP; and (v) develop a funding plan for the CMAP. Further, the Executive Committee shall have those powers and duties set forth in Article Four of these By-Laws.
- B. Transportation Committee. The CMAP Board shall jointly determine the structure and member organizations of the Transportation Committee with the Policy Committee. The Transportation Committee shall fulfill duties outlined in the Memorandum of Understanding (MOU) between CMAP and the Policy Committee.
- C. Citizens' Advisory Committee. The CMAP Board shall create a standing Citizens' Advisory Committee to provide continuous and balanced public representation in the development of regional plans and policies.
- D. Any other committees created by the Board. Such committees shall have such duties as the Board designates.

The Board can change the duties of any committee or dissolve any committee at any time, with the exception of the Citizens' Advisory Committee and the Transportation Committee which shall be done jointly with the Policy Committee. The Chair shall appoint members to committees and designate committee chairmen at the beginning of each calendar year or at the time the Committee is created. The Chair of each committee shall serve for the balance of the calendar year and until a successor is appointed. The Chair of any committee may be reappointed as Chair of the committee.

The Chair may delegate to the Executive Director management of committees created pursuant to this section, including but not limited to the appointment of committee members and Chair, establishment of meeting dates, and the setting of meeting agendas. The Executive Director may also establish technical committees to advise CMAP staff.

Any question of committee jurisdiction over an issue shall be raised with the Executive Director.

19.18. Live-streaming

The Board will broadcast open meetings of the board in real time using a high-speed Internet connection in compliance with the Regional Planning Act.

ARTICLE FOUR
Powers of the Executive Committee

- 1. In addition to those duties set forth in Article Three, Paragraph 187.A of these By-Laws, the Executive Committee has been established by the Board to:
{00131659.3}

- A. discuss CMAP agenda items, legislative issues, and similar concerns and business, for recommendation(s) to the Board;
- B. take action on certain administrative items, including procurements for work activities that have been approved by the board in CMAP's annual budget and workplan;
- C. annually review the performance of the Executive Director, and upon completion of its review, to forward its findings and recommendations to the full Board; and
- D. consider and provide direction to the Executive Director regarding such other matters that may come before CMAP from time to time.

2. In order to assist the Board in carrying out its general powers and duties granted under the Act, the Executive Committee is expressly granted the authority, without prior Board approval, to:

~~E~~A. approve and enter into agreements with units of local government, transportation agencies, State agencies, federal agencies, and persons in order to implement any of the provisions of the Act, including agreements for specialized planning services;

~~F~~B. enter into contracts or other transactions with any unit of local government, transportation agency, State agency, public or private organization, or any other source in furtherance of the purpose of the Act, and to take any necessary action in order to avail itself of such aid and cooperation;

~~G~~C. approve purchases under the Act, in compliance with the Local Government Prompt Payment Act;

D. approve purchase orders, award bids, and sign contracts, for the provision of supplies and for any work;:

~~H~~E. issue and approve a change order to any purchase order or contract, provided that no such change order, individually or when combined with any previous change order to the same contract, exceeds 10 percent of the original price of the contract; and

F. approve and execute any and all documents necessary to apply for, approve, and accept Federal, State or Local grant agreements;: and

~~I~~G. approve accounts payable.

3. In addition to the powers and authorities set forth in Paragraph 2 of this Article Four, and except as expressly provided to the contrary in these By-laws because no meeting of the Board has been scheduled or due to failure to obtain a quorum at a scheduled meeting of the Board, at any time at which the Board has not met in the prior 14 days, and will not meet for at least 14 days, the Executive Committee may exercise any and all powers of the Board.

2.4. The Executive Committee shall report its actions on all matters to the Board at the next available meeting.

3.5. Under no circumstances will the Executive Committee have the authority to approve the long-range plan.

**ARTICLE FIVE
Citizens' Advisory Committee**

Pursuant to Section 40(c) of the Act, a standing Citizens' Advisory Committee will be created by the Board to provide continuous and balanced public representation in the development of regional plans and policies.

**ARTICLE SIX
Public Participation at Public Hearings, Board Meetings, and Citizens' Advisory
Committee Meetings**

1. Requirement

In connection with its review and development of any regional plans and prior to any plan's approval, the Board must hold a public hearing.

2. Participation

Any person may participate in a public hearing, Board meeting, or Citizens' Advisory Committee meeting by oral presentation or by submitting written material within 24 hours of the close of the meeting or hearing. The Chair or presiding officer shall have the power to restrict the presentation of any person desiring to participate in the hearing or meeting to oral presentation or to submission of written materials, and to impose any other reasonable limitations upon the conduct of such public hearing or meeting as necessary to effectuate its purpose. The Chair or presiding officer shall limit any individual speaker's testimony to five minutes; provided that the Chair or presiding officer shall have the sole discretion on whether to grant speaker's request for additional time.

3. Conduct of Hearings

The presiding officer for each hearing shall be designated by the Chair, and shall be a Board member or officer or employee of CMAP. Notice of the time, date, and place set for the hearing must be by posting a copy of such notice at the principal office of CMAP, by giving notice to those news media which have filed a request for public notices pursuant to law, and by posting on CMAP's website, published in a newspaper having a general circulation within the northeastern Illinois region at least 30 days prior to the date of the hearing. The notice must contain a short explanation of the purpose of the hearing. The hearing may be continued, as deemed necessary by the Board.

Procedures for public hearings, Board meetings and Citizens' Advisory Committee meetings set forth in this Article shall apply to all such hearings and meetings under the Act, except as otherwise noted herein. Hearings required under any statute or regulation of the United States or the State of Illinois shall be held under this part to the extent consistent with such statute or regulation.

Minutes for each hearing and copies of all written materials submitted in connection with

each hearing shall be maintained by the Executive Director.

ARTICLE SEVEN
Powers of the Executive Director

1. In addition to those powers provided by law, ordinance or resolution of the Board, the Executive Director:
 - A. shall hire deputy directors and other employees as needed.
 - B. shall have the authority to enter into contractual commitments where the total of the compensation provided under such commitment does not exceed the annually adjusted Simplified Acquisition Threshold for professional and artistic services as established under the Illinois Procurement Code (30 ILCS 500/20-20). Procurements shall not be artificially divided so as to constitute a small purchase eligible to this provision of the Illinois Procurement Code.~~or the compensation to that provider of contractual services under all other contractual commitments made within the fiscal year does not exceed \$50,000.~~

ARTICLE EIGHT
Access to Public Records

CMAP shall grant access to public records in compliance with the Freedom of Information Act (5 ILCS 140/1 *et seq.*) and the Regional Planning Act. In accordance with the Regional Planning Act, the Board shall post recordings of its open meetings on its website within a reasonable time after the meeting.

ARTICLE NINE
Maintenance of Public Records

CMAP shall maintain records in accordance with the provisions of the State Records Act (5 ILCS 160/1 *et. seq.*) and the Regional Planning Act.

ARTICLE TEN
Miscellaneous

1. Annual Report

The Board shall prepare, publish, and distribute an annual report and any other reports and plans that relate to the purpose of this Act.

2. Emergency Purchases

In the event the Federal government or the Governor declares a “State of Emergency,” the Chair, First Vice Chair, Second Vice Chair, or Executive Director may authorize the purchase of, or contract for, or services required in contemplation of, preparation for, or during, an emergency utilizing the competitive bidding or competitive proposal

procedures set forth in the CMAP’s Procurement Rules. During a “State of Emergency,” the Executive Director shall be authorized to provide for the distribution of federal or state aid for repairs, replacements, or the distribution of aid. Notwithstanding the foregoing, at least two signatures, one by a Board Officer (use of an electronic signature may be authorized for this purpose) and one by the Executive Director, shall be required to effectuate an emergency expenditure. Emergency purchases of goods or services where the expenditure by CMAP is estimated to be \$50,000 or greater shall be subject to ratification by the Executive Committee or Board as soon as practicable. The Chair, First Vice Chair, Second Vice Chair, or Executive Director will inform the Board of any such emergency actions at the next available meeting.

3. Policy Committee Representation

At the beginning of every other calendar year, the Chair shall appoint two of the Board’s members to the MPO Policy Committee as permitted by the Policy Committee bylaws and the Board shall approve the appointments. The two appointments shall reflect the geographic distribution of the region and shall not both be from the same geographic area (the City of Chicago as defined in Article Three, paragraph F; Suburban Cook County as defined in Article Three, Paragraphs G and H; or the Collar Counties as defined in Article Three paragraphs A-E).

4. Amendments

These By-Laws may be amended or repealed by the affirmative votes of at least 4/5 of the voting Board members in office at a special or regular meeting, provided that the proposed amendments to these By-Laws or a notice stating that the Board seeks to repeal these By-Laws (whichever is applicable) is sent to the Board members at least 14 days before said meeting.

5. Parliamentary Authority

Except where inconsistent with the provisions of the Act or these By-Laws, Robert’s Rules of Order shall govern the conduct of all meetings of the Board and the committees.

6. Effective Date

These By-Laws shall be effective upon approval of at least 4/5 of the voting Board members then in office.

###

Public comment(s) for the April 12, 2023 CMAP Board Meeting

Received: April 11, 2023 @ 10:23 a.m.

From: John Paul Jones on behalf of L. Anton Seals, Jr. for Grow Greater Englewood

Re: Englewood Nature Trail and the Agro-Eco District

Good morning, CMAP Board and Staff:

Grow Greater Englewood (GGE) is a 501 (c)(3) social enterprise that works with residents and developers to create sustainable local food economies, green businesses, and land sovereignty to empower residents to create wellness and wealth. GGE manages 7 programs including the Englewood Nature Trail and Englewood Agro-Eco District. The Trail will anchor the Agro-Eco District and serve as a connector between Englewood's growing network of farms and foster local food access, community health and wellness, and business and job development.

Today, GGE thanks both the Chicago Department of Transportation (CDOT) and CMAP for their zeal to advance and secure \$3 million in ITEP funding for the Englewood Nature Trail project. Introducing alternative transportation projects like the Nature Trail, offers new ways to repurpose entire districts through strategic investment, collaborative planning, and purposeful engagement.

Currently, the project cost is \$72 million (CMAP is reporting \$65 million). It is important that we move toward a shared agreement on capital cost, public finance, environmental remediation, planning modules and ADA compliance. We see the Englewood Nature Trail project as a National Model, and it would be important for the region to leverage the project's full potential.

Furthermore, GGE appreciates CMAP's arrangement with the University of Illinois at Chicago, College of Urban Planning and Public Affairs (UIC) to research tax exemptions and incentive classifications and abatements via Cook County Property Tax Working Group 23-125. GGE foresees significant value in this project for it will support our Community Compact Framework Plan to initiate an Anti-Displacement strategy for Agro-Eco District - Nature Trail. The three-year project will deeply help the community determine how best to proceed to protect and assist property owners, while simultaneously streamlining and reforming municipal taxation.

To this end, we look forward to exchanging ideas and information with CMAP in a positive and mutually beneficial partnership to build out the Englewood Nature Trail and its Agro-Eco District.

Thank you and please feel free to contact me via email at laseals@growgreater.org if you have any questions.

Very truly yours,

L. Anton Seals Jr.
Lead Steward
Grow Greater Englewood