

November 19, 2019



AGENDA ITEM 4 B

CRTPA TIP DEVELOPMENT CONTRACT

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

This item seeks approval of the CRTPA entering into a contract with Community Remarks related to the agency's annual development of the Transportation Improvement Program (TIP).

RECOMMENDED ACTION

Option 1: Approve the Executive Director executing a contract with Community Remarks to develop the agency's Transportation Improvement Program for an annual fee not to exceed \$8,805.

HISTORY AND ANALYSIS

Since 2009, development of the CRTPA's TIP has been assisted through use a vendor purchased database technology linking the State Work Program with funded CRTPA projects. Use of this technology was facilitated by the CRTPA's initial approval of a contact on November 16, 2009 between the agency and Data Transfer Systems LLC ("DTS"), one of the developers of a "Interactive TIP" technology.

As a background, almost all of Florida MPO's utilize a vendor provided database technology in the generation of the TIP. Benefits of such technology include ensuring accuracy of the data used in development of the TIP, ability of the public to search projects ("Interactive TIP") as well at the ability to generate reports related to projects and funding. Currently, DTS is one of the largest providers of such services within Florida as there are not many vendors offering this service.

Recently, however, staff investigated other potential providers of this service through researching other Florida MPOs. Such research has identified one vendor in particular, Community Remarks, that provides the services offered by our current TIP database vendor in the development of the TIP. Furthermore, Community Remarks provides a public involvement component to the TIP that staff believes will be of value to the both the agency and public as the TIP is developed. Specifically, during TIP development the public may go online and provide project specific comments of funded projects

that are identified on a map. This online comment ability will provide one more element of public involvement in the annual generation of the TIP.

As a result of this research, staff is now seeking to enter into a contact with this new vendor, Community Remarks, after ten years with the current provider (DTS).

Currently, the CRTPA's annual contract with DTS is \$9,600. The proposal received from Community Remarks to annually develop the agency's TIP including with the online public comment component is \$8,805 (see **Attachment 1**).

The CRTPA's current annual contract with DTS expires in March 2020.

OPTIONS

Option 1: Approve the Executive Director executing a contract with Community Remarks to develop the agency's Transportation Improvement Program for an annual fee not to exceed \$8,805.
(Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENT

Attachment 1: Community Remarks Proposal



PlaceVision Inc.
 2800 N 6th Street Unit 1 PMB #267
 St. Augustine, FL 32084

Proposal

Greg Burke
 CRTPA
 300 S. Adams Street, A-19
 Tallahassee, FL 32301

Date: 09/30/19
 Reference #: 2019-0263

TITLE	UNIT PRICE	QUANTITY	LINE TOTAL
<p>Community Remarks for TIP</p> <p>Community Remarks application to enable citizen comments on a map online. Setup of project categories, icons, and layout included in license fee. Includes 25 hours of technical support Extensive support provided to import TIP and Federal Obligation spreadsheets</p>	\$5,845.00	1	\$5,845.00
<p>Technical Support</p> <ul style="list-style-type: none"> - Edit TIP text and insert text into document generating system - Generate print-ready project pages - Assemble TIP document into final PDF - Generate TIP maps in GIS 	\$120.00	22	\$2,640.00
<p>Community Remarks Web Hosting</p> <p>Annually renewed web hosting fee for Community Remarks. Web hosting for Interactive TIP</p>	\$320.00	1	\$320.00
Proposal Total:			\$8,805.00