

040019

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**

\_\_\_\_\_ Resolution or Ordinance (Blue) DISTRICT # \_\_\_\_\_  
\_\_\_\_\_ Recommendations of Boards, Commissions & Committees (Green) Waiver of First Requested \_\_\_\_\_  
 X  Other Business (Pink)

**TO :** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** William T. Lichter, Village Manager

**DATE :** March 9, 2004 **B of T** March 18, 2004

**SUBJECT:** DuPage Mayors and Managers Conference Transportation Coordination Initiative Project

**SUBMITTED BY:** William T. Lichter, Village Manager

**BACKGROUND/POLICY IMPLICATIONS:**

Lombard has been participating on the Steering Committee for the DuPage Mayors and Managers Conference Transportation Coordination Initiative project. At this time, the Conference is asking for a contribution of \$5,000 toward the local match for funding this project. Benefits to Lombard are as outlined in the attached correspondence. A motion to approve the \$5,000 contribution is recommended.

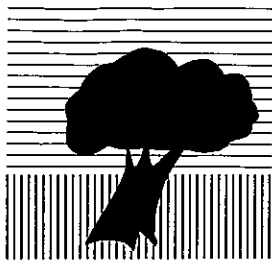
**Fiscal Impact/Funding Source:**

\$5,000/Capital Projects Fund

Review (as necessary):

Finance Director \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager William T. Lichter Date 3/9/04

**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda distribution.



## **DUPAGE MAYORS AND MANAGERS CONFERENCE**

*an association of municipalities representing 1,000,000 people*

1220 Oak Brook Road  
Oak Brook, Illinois 60523-2203  
(630) 571-0480  
Fax: (630) 571-0484

Founded June 19, 1962

### **MEMBER MUNICIPALITIES**

Addison  
Aurora  
Bartlett  
Bensenville  
Bloomington  
Bolingbrook  
Burr Ridge  
Carol Stream  
Clarendon Hills  
Darien  
Downers Grove  
Elmhurst  
Glendale Heights  
Glen Ellyn  
Hanover Park  
Hinsdale  
Itasca  
Lemont  
Lisle  
Lombard  
Naperville  
Oak Brook  
Oakbrook Terrace  
Roselle  
Schaumburg  
St. Charles  
Villa Park  
Warrenville  
Wayne  
West Chicago  
Westmont  
Wheaton  
Willowbrook  
Winfield  
Wood Dale  
Woodridge

February 26, 2004

William Lichter, Manager  
Village of Lombard  
255 East Wilson Avenue  
Lombard, Illinois 60148-3931

Dear Bill:

Thanks for your time with my staff yesterday to discuss the Transportation Coordination Initiative (TCI) project, started by the Conference in 1999.

The initial idea for this project was to create a Traffic Management Center – a centralized location where traffic movement could be monitored and controlled. To that end, the Conference obtained a \$200,000 CMAQ grant and a \$200,000 STP grant.

This project, however, took a back seat to the Conference's DuPage Area Transit Plan and the Multi-Jurisdictional Signal Coordination project, and only recently was revived for consideration. We asked interested municipalities and other agencies to join us on a Steering Committee to oversee the project, and to refine the scope of the project. Last fall, four communities volunteered (Naperville, Lombard, Downers Grove and Oak Brook), joining representatives from the RTA, Pace, DuPage County, and IDOT.

The Steering Committee scaled back the scope for this project. The members were not certain that there was a need for a physical Traffic Management Center to provide centralized traffic and congestion management. Rather, the Committee identified a more appropriate focus: identifying and sharing the information each agency needed to do a better job of operating its transportation system, and improving inter-agency cooperation. Thus, it became a logical extension of our recently completed Multi-Jurisdictional Signal Coordination project.

The cost of this scaled-back project is estimated to be much less, and the Committee has decided to draw only on the CMAQ grant, holding the STP grant for any future expansion of this effort. At the same time, since the Conference is not eligible to directly receive CMAQ funds, sponsorship of the grant was transferred jointly to the City of Naperville and the DuPage County Division of Transportation.

The revised goal of this project is to determine a course of action for the deployment of Intelligent Transportation System (ITS) technology in DuPage

County. This goal is broken into four elements: traffic signal coordination, transit signal priority, incident management, and traveler information.

- *Traffic signal coordination:* Identify appropriate locations and methods for coordinating traffic signals, especially between jurisdictions. This element will continue the work that was begun in the Multi-Jurisdictional Signal Coordination project.
- *Transit signal priority:* Identify a standardized system and the best locations for implementing signal priority for transit vehicles (which is a lesser form of signal pre-emption, as used by emergency vehicles).
- *Incident management:* Study existing incident management capabilities, services and operations in the County, and identify how and where ITS can be implemented to improve the sharing of incident information.
- *Traveler information:* While the other elements focus on sharing data between government agencies, this will look at ways to disseminate real-time traffic and transit information to the public.

The Steering Committee has completed an RFQ to identify qualified consultants to perform this work. A copy of the RFQ is attached. It will be released as soon as we are able to identify the source of local match dollars (\$50,000 required). DuPage County has already pledged \$25,000 to this effort, and DuPage municipalities have been asked to provide the remaining \$25,000.

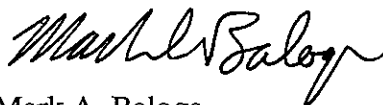
**We are asking the four communities on our Steering Committee to help us raise the necessary municipal share by contributing a portion of the match. We are requesting \$5,000 from Lombard, Oak Brook and Downers Grove; and \$10,000 from Naperville.**

While all DuPage municipalities will benefit from the results of this project, we believe these four municipalities will experience immediate and tangible benefits. For each element discussed above, we will pursue a demonstration project to exhibit the value of the study's recommendations, and the four communities on the Steering Committee will be directly involved in these projects. For example, one project might involve traffic signal coordination in the Finley Rd-Butterfield Rd area, and might involve Lombard, Downers Grove, the County, IDOT, and the Toll Highway Authority.

It is rare that the Conference requests special contributions like this for a Conference project. In this case, however, we feel this is the best approach because the Village of Lombard has been involved in this project the past year; and because we believe you will realize immediate benefits as a result of your involvement.

Thank you for your consideration of this request. If you have any questions or need additional information, please contact me or Transportation & Planning Director Rick Curneal.

Best Regards,



Mark A. Baloga  
Executive Director

cc: President Mueller

## Request for Qualifications – Consultant Services

Transportation Coordination Initiative  
DuPage County, Illinois  
Qualifications due: January 12, 2004

The DuPage County Division of Transportation, the DuPage Mayors and Managers Conference, and the communities of DuPage County are requesting submittal of qualifications from interested firms to perform a study regarding application of ITS technologies to the suburban arterial network in DuPage County in support of the Transportation Coordination Initiative.

### PURPOSE

The purpose of this study is to assist the partners in this Transportation Coordination Initiative (hereafter referred to as "TCI") to determine a course of action in the deployment of ITS technologies in DuPage County. The objective of the TCI is to generally improve traffic system performance, transit services and travel times, enhance incident management and coordination, improve traveler information services for travelers, and enhance the operation and management of the transportation and transit systems in the County. The ultimate product of this study shall be a guidance report with discrete objectives and actionable projects.

### GENERAL INFORMATION

The TCI is an extension of work that began in the late 1990s to coordinate traffic signals on multi-jurisdictional corridors. The TCI is being headed by the DuPage County Division of Transportation and guided by the TCI Steering Committee. The TCI Steering Committee was formed to determine the best course of action for this project. Constituents include representatives from the DuPage Mayors and Managers Conference, the Illinois Department of Transportation, the Regional Transportation Authority, the City of Naperville, the Village of Lombard, the Village of Oak Brook and the Village of Downers Grove. Preliminary scoping meetings have been held and the council has identified the following list of tasks that shall be considered as the consultant evaluates his or her qualifications to perform work on this initiative.

### SCOPE OF WORK

The study should include, but not be limited to, the following components:

#### Task 1. Project Management

- This task shall include: assigning and managing the technical staff and work products, project review and quality management, communicating with the TCI Steering Committee and the DuPage County project manager, scheduling meetings, announcements and public hearings, managing outreach to the wide range of expected stakeholders, and coordinating logistics of the study.

## Task 2. Stakeholder Outreach

- This task shall include items such as interviewing stakeholders, assessing data and capabilities, assessing equipment and jurisdictional issues, investigating initiatives and programs planned or in progress, and identifying existing agreements or relationships between agencies that may impact or be impacted by the TCI.

## Task 3. Arterial Operations

- In this task, the consultant shall evaluate the readiness of systems for implementation of ITS technologies on the County arterial system. To this end, the consultant shall perform the following tasks at the minimum: Evaluate signal inventories, identify signal system integration and operational improvement opportunities, report on the ITS user needs, user services, and market packages offering the best chance at successful implementation of coordinated management and operation of the arterial system, coordination of arterial operations with the expressway and tollway systems, evaluate system analysis and simulation tools and application of tools to assist agencies in identifying candidate corridors, identify candidate locations for signal coordination, report on costs of system-wide operational database content and maintenance. The consultant shall also utilize lessons learned from previous coordination initiatives to assist in this task.

## Task 4. Transit Preferential Treatment

- In this task the consultant will evaluate location or system worthiness for transit preferential treatment. The consultant will be asked to perform the following work: Identify existing transit pre-emption technology and communication protocols and assess their applicability to transit services in DuPage County, identify opportunities for coordination of transit pre-emption technology with Emergency Vehicle Pre-emption (EVP), determine where existing emergency and transit pre-emptive devices currently exist, determine what transit priority initiatives are underway, ascertain where PACE and RTA corridor simulations have already been performed in DuPage and determine their relationship to the TCI, recommend minimum requirements for future installations and examine the capability of agencies and staff involved to implement recommendations.

## Task 5. Incident Management

- This task examines existing incident management capabilities, services, and operations in DuPage County, addresses the question of how and where the effectiveness of incident management technologies and operations may be enhanced on the local road system. To this end the consultant shall perform the following: Report on opportunities for extending existing Highway Advisory Radio (HAR), Dynamic Message Signs (DMS), 511 traveler information services to local roads,

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report on need for education, training and coordination of emergency services personnel, determine jurisdictional issues and protocols, identify high accident locations and report on opportunities for incident delay reduction in corridors.

## Task 6. Traveler Information

- The traveler information task shall be the matrix for elements 3 through 5. The consultant shall evaluate the following items in this task: Integration of local road systems with existing IDOT and ISTHA Traffic Management Centers for expressway incidents and travel times, available technology for integrating arterial travel time and incident information, rail crossing ATIS for route choice or diversion and choice technologies offering effective ways to provide real-time information on local traffic and transit conditions to travelers in DuPage County while integrating this information into the regional traveler information framework.

## Task 7. Organizational Structure and Integration of Systems

- In this final task, the consultant shall: Determine what agreements will be needed between what parties, determine which tasks give the most chances for success and return on investment, recommend a policy for incident management coordination and coordination of efforts initiated through the TCI with State and ISTHA and recommend a strategy for integration of these efforts into the regional and statewide ITS architecture.

## Task 8. Recommendations

- The final responsibility of the consultant will be to recommend one or more locations, corridors or traffic systems for implementation of strategies developed in the tasks outlined above. The consultant shall develop preliminary implementation plans, and appropriate documents to allow the County to pursue deployment of the recommended ITS technologies.

## MINIMUM QUALIFICATIONS

The selected firm will demonstrate:

- A working knowledge of ITS technologies, traffic signal systems and communications systems
- Familiarity and experience with systems engineering, the national and regional ITS architectures and the architecture process, traffic and transit operations and the application of ITS technologies to these systems
- Appropriate staff qualifications in the areas identified above
- A proven body of work or relevant experience in ITS technology and/or deployment

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- The ability to analyze complex public, private and quasi-public organizational structures

## SUBMITTAL FORMAT

The Statement of Qualification shall include the following information:

- Name, address and brief history of the firm
- Recent experience of the firm (5 years or less) with the following:
  - Provision of professional services related to the national ITS architecture and ITS implementation as a prime consultant
  - Similar or related work as a subconsultant
  - Other projects or services similar in scope
- Identify a contact person from the contracting agency for each example of recent experience
- A summary of services for each project of recent experience including location, project manager and contact.
- Table of key personnel assigned to the projects of recent experience including business title, project function or title, primary location of practice
- Resumes of key personnel in accordance with the preceding requirement, and any additional new personnel, no more than 2 pages in length
- Indicate personnel proficiencies as they relate to the following areas of interest:
  - Professional Engineering
  - Project Management
  - Arterial Operations
  - Traffic Signal Coordination
  - Traveler Information
  - Public Involvement

## SELECTION PROCESS

Ten (10) copies of the statement of qualifications must be submitted by the close of business day on Monday, January 5, 2004, to: Mark Avery, Chief of Programming and Planning, DuPage County Division of Transportation, 421 N. County Farm Road, Wheaton, IL 60187. Questions may be directed to Mr. Avery at 630-510-3424 or at [mark.avery@dupageco.org](mailto:mark.avery@dupageco.org).

The selection committee will be comprised of members of the Transportation Coordination Initiative Steering Committee. The selection committee shall evaluate and score consultants based upon relevant experience, staff experience and qualifications, and history of successful implementations. Up to five (5) firms will be invited to discuss qualifications, proposed scope of work and schedule prior to final selection. A final detailed scope of work and schedule will be formalized interactively between the committee and chosen consultant at the end of the selection process.