

MEMORANDUM

To: The Cambridge Redevelopment Authority (CRA) Board
From: Cecelia Cobb, Project Planner
Date: 07/19/2023
Re: 2023 KSURP Annual Transportation Report

OVERVIEW

As part of the 1994 Environmental Impact Report (EIR) update covering additional development within the Kendall Square Urban Renewal Plan (KSURP), the CRA is required to conduct annual traffic studies to justify a reduced traffic generation projection used in the MEPA analysis. The CRA has conducted this report on an annual basis from 1994-2014. In the MEPA Single EIR in 2015 and the follow up Notice of Project Change in 2016, the CRA agreed to update the scope of the Annual Transportation Report to reflect the evolution of Cambridge's transportation priorities for multi-modal urban environments, and to analyze travel behavior, and transit services.

In 2018, the CRA contracted with consulting firm VHB to design and execute the next-generation version of the Annual Transportation Report for three years, with an option to extend the contract for one additional year at the discretion of the CRA board. Since then, VHB has facilitated the field collection of multi-modal data in the KSURP and maintained the Annual Transportation Report's interactive website hosted on ESRI's ArcGIS StoryMap platform. VHB led the production of two full versions of the Annual Transportation Report, for 2019 (report completed in 2020) and 2022 (report completed in 2023), and one abbreviated version of the Annual Transportation Report for 2020 (report completed in 2021). Data collection for the 2020 Annual Transportation Report was affected by the COVID-19 Pandemic, hindering the ability to produce a full report for that year.

The CRA had initially intended to begin a new RFP process for consultant selection for future transportation reports beginning in 2023. This new procurement process, however, is now recommended to begin later in 2023, with a new contract in place for the 2024 report. Staff believe that procuring for a multi-year contract beginning with the 2024 report rather than the 2023 report has several advantages for the organization, including: (1) allowing sufficient time for data collection to take place; (2) allowing time for the CRA to clarify any new objectives for the report before releasing a new solicitation, and; (3) providing significant time for the CRA to work with selected consultant to design the next iteration of the report prior to commencing report production.

CRA staff thus recommend the Board to authorize a one year contract extension for data collection and reporting with the project's current consultant, VHB. While this extension is under effect, CRA staff will simultaneously begin the RFP process for future years, so that a new consultant may be selected and onboarded before data collection for the 2024 annual transportation report is due to begin.

MOTION

Proposed Amended Motion: *Authorize the Executive Director to initiate an RFP process for consultant selection for future transportation reports, and also authorizing the Executive Director to extend the contract with VHB for one additional year of data collection and reporting.*