SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION

ADDENDUM NO. 1
to
REQUEST FOR PROPOSAL (RFP)

DEMOGRAPHIC & MODEL DATA DEVELOPMENT AND ON-CALL
TRANSPORTATION PLANNING ASSISTANCE
ISSUE DATE: SEPTEMBER 13, 2021

GENERAL INFORMATION

The South East Texas Regional Planning Commission ("SETRPC") is requesting proposals from qualified proposers to obtain the services of a qualified consulting firm to update and prepare data sets for the development of the JOHRTS Metropolitan Transportation Plan (MTP) 2050.

This Addendum No. 1 modifies the original Request for Proposal ("RFP") as set forth in the "Modification" section below and clarifies the RFP by responding to written questions received by SETRPC since the Issue Date as set forth in the "Clarification" section below. All other terms and conditions of the RFP, the terms and conditions of which are incorporated herein by reference, shall remain in full force and effect.

There is no expressed or implied obligation of the SETRPC to reimburse responding proposers for any expenses incurred in preparing proposals in response to this RFP and the SETRPC will not reimburse responding proposers for such expenses.

SUBMISSION OF PROPOSALS: One (1) original and five (5) copies of all proposal documents shall be sealed and submitted as proposer's response to:

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South East Texas Regional Planning Commission
Attention: Bob Dickinson
2210 Eastex Freeway
Beaumont, Texas 77703

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MARK ENVELOPE: Name and Address of Proposing Firm and
"Attention: Transportation & Environmental Resources Division
Request for Proposal for MTP 2050 Development
Due October 8, 2021"

ALL PROPOSALS MUST BE RECEIVED IN THE OFFICES OF THE SOUTH EAST TEXAS REGIONAL PLANNING COMMISSION NO LATER THAN 3:00 P.M. CENTRAL TIME, FRIDAY, OCTOBER 8, 2021. The South East Texas Regional Planning Commission is not responsible for lateness or non-delivery of mail, carrier, etc., and the date/time stamp in the offices of the South East Texas Regional Planning Commission shall be the official time receipt.

Proposer's response must include a statement that proposer has received, acknowledges and understands the requirements of this Addendum No. 1 to RFP.

I.
MODIFICATION

The Scope of Services (Attachment 1 to the RFP) is hereby DELETED and REPLACED with the Scope of Services attached to this Addendum No. 1. For proposer's ease of reference, modifications to the original Scope of Services are highlighted in yellow in the attached Scope of Services.

II.
CLARIFICATIONS

A.   There is no maximum length to the response to the RFP. The SETRPC expects the response to meet or exceed the requirements contained in the RFP, which will be considered by the SETRPC to determine "Compliance with Contractual Terms" under the Evaluation Process.

B.   The SETRPC does not have a preferred order for the information to be provided in response to the RFP. Rather, the SETRPC expects the response to contain all of the criteria set forth in the "Instructions for Submitting Proposals" section of the RFP. SETRPC will then utilize the Evaluation Process described in the RFP to make its preliminary ranking of the proposals and to select the successful proposer.

C.   The funds available for the completion of this project total $100,000. The response should include a budget which contains a Fee/Rate Schedule as set forth in the RFP. The budget will be used by the SETRPC to determine "Cost of Services" under the Evaluation Process.

SOUTH EAST TEXAS REGIONAL PLANNING
COMMISSION

Attachment 1

Scope of Services

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SCOPE OF SERVICES

**CHANGES TO THE ORIGINAL SCOPE OF SERVICES
ARE HIGHLIGHTED IN YELLOW**

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This portion of the Scope of Services is a general guide to affect a complete and thorough guide but not to serve as an all-inclusive list of work necessary to complete the project. SETRPC will coordinate with TxDOT to provide the required data, guidelines, and manuals necessary to complete the required tasks of this project. *Final project scope shall be established through consultation with the successful offeror.*

I.   INTRODUCTION Study

Area

The Jefferson-Orange-Hardin Regional Transportation Study (JOHRTS) area currently encompasses a three county region of southeast Texas, including Jefferson, Orange and Hardin. In 2021 Jasper County was incorporated into the SETRPC COG, therefore Jasper County will be included in the JOHRTS MTP-2050. The process required to expand the Model Area Boundary is defined in Task II of this Scope of Work.   See Attachment 7 for map of the SETRPC region. According to the 2020 U.S. Census, the population of the JOHRTS region was approximately 430,545 persons: 256,526 persons in Jefferson County, 84,808 persons in Orange County, 56,231 persons in Hardin County and 32,980 persons in Jasper County.

Background

Since April 2015 the JOHRTS area has been classified as an attainment - maintenance area. Prior to April 2015, the JOHRTS area was classified as a marginal non-attainment area under the eight-hour standard for precursors to ozone formation. The current FY 2019 JOHRTS MTP-2045 will be updated to the FY 2024 JOHRTS MTP-2050.

Long range transportation planning efforts utilize typical travel demand models that include trip generation, trip distribution and vehicular traffic assignment in the JOHRTS area. The South East Texas Regional Planning Commission (SETRPC), which is the region's Metropolitan Planning Organization (MPO), has identified a need to update the present transportation networks and the traffic analysis zone (TAZ) level socio-economic and demographic data so that each will be accurately portrayed in the travel demand modeling process.

The SETRPC-MPO technical staff will be working toward the development of a new Metropolitan Transportation Plan, the FY 2024 JOHRTS MTP-2050, and will use the JOHRTS travel model to support its development.

Task Set A – JOHRTS Model-Related Tasks

The tasks below represent consultant assistance to the SETRPC-MPO in developing inputs to the travel model as well as updating databases that are used in the maintenance of the JOHRTS travel model. The inputs will be developed for the following anticipated analysis years: 2021, 2026, 2031, 2040, 2045, and 2050.

TASK I: Update of System "Drive-Out" Data

SETRPC-MPO technical staff periodically "drive-out" the regional roadway system as a means of gathering data on land use and roadway system changes. The most recent drive-out was performed in 2006. The consultant will perform a system "drive-out" or use any technological substitute agreed upon to confirm the roadway changes known to have occurred since the 2006 event. The consultant will need to inform us of their approach for completing this task.

TASK II: Review and Prepare Model Area Boundary (MAB)

The Consultant shall review the latest Model Area Boundary (MAB) and the Consultant shall prepare recommendations in accordance with TxDOT's practices. Prior to updating the traffic analysis zone (TAZ) geography and the Master network geography, the Consultant will review with the MPO any needs to expand upon the existing MAB. Any proposed changes to the MAB may possibly be limited due to the potential impacts to the following considerations:

1. Availability of external travel data;

2. Availability of household or workplace data that may or may not have been collected in the expanded region;

3. Availability of counts at the revised boundaries that can be used to apply external-thru (THRU) and external-local (EXLO) splits;

4. Availability of planning funds to collect and forecast data outside of the existing MAB and/or MPO boundary;

5. Difficulty of aligning revised boundaries with existing Census boundaries that can be used to nest and aggregate demographic data; and

6. Difficulty in negating conflicts with major employers just outside the expanded MAB (e.g., schools or major workplaces).

The MPO will be given reasonable time to review the modified MAB as a part of this task. The Consultant shall be expected to respond to any findings that arise from the internal review.

Deliverables for Task II

1. Updated MAB geography in TransCAD format;

2. A completion memorandum summarizing work performed, data considerations, and data delivered; and

3. Revised MAB geography in TransCAD format based on review comments and suggestions from the MPO and the State.

TASK III: Develop Master Network

The Consultant shall prepare and update all data for the new Master network using TexPACK application standards and formats under this Work Authorization (WA). The years to be added to the Master network geography will be determined

III.1 Obtain and Review the Pending Network Geography

The Consultant shall acquire a copy of the SETRPC pending Master network geography from the MPO. The MPO will coordinate with TxDOT personnel to create the dedicated year fields in the Master network geography. The pending Master network geography will contain all agreed upon year attribute fields in TexPACK format as communicated in the, "*Master Network Editing Guidelines*" documentation for Master network geographies. The Consultant, in coordination with the MPO will decide whether to begin the Master network development process using the previous single-year forecast network geography (assuming that a Master network geography is not available) or the previous single-year base year network geography. The advantage of initiating a Master network geography using the previous forecast network geography is it will contain all forecast line/link work. If the previous base year is selected, the previous base year attributes will be renamed to the current year label in the MPO provided Master network geography.

III.2 Prepare the Master Network Geography

The Consultant shall initially prepare the base year data in the Master network geography in accordance to the network editing guidelines using the TxDOT's latest available "*Master Network Editing Guidelines*" documentation. The Consultant shall initially update the base year dedicated attributes to match the design and operational characteristics of the roadway that existed at the time that the saturation counts were collected and will add additional links in consultation with the MPO. The Consultant shall then update all forecast year dedicated attribute fields and update all line work in TexPACK format using the "*Master Network Editing Guidelines*" documentation. In accordance with this documentation, the Consultant shall prepare the following recommendations and perform the following work:

1. Any proposed changes to facility type, functional class, number of lanes, direction, and posted speed shall be done in accordance with TxDOT's network coding standards. The Consultant shall not be permitted to use another functional classification (e.g., Highway Performance Monitoring System [HPMS]) to define functional classes in the networks standard functional class filed. If approved by the MPO PD, a second functional class field can be added to the network titled, "HPMS_FC" and the HPM functional class designations inserted here;

2. Any proposed conflation changes shall be done to the latest available aerial images. The Consultant shall not be permitted to use another foundational geography, such as the Texas Statewide Analysis Model (SAM), to perform this work. The Consultant shall not be permitted to use data from the Texas SAM for either the base or forecast attributes;

3. Any proposed changes to removing an existing facility shall be noted and discussed with the MPO prior to removal;

4. Any proposed changes to either the base or forecast line work in the pending Master network geography shall be noted and discussed with the MPO prior to adding. All new links will be properly noted in the COMMENT field as "New Link";

5. Any physical or attribute changes shall also be identified in the EDITS_*yr* filed denoting the year the edit represents;

6. Any revisions to existing link attribute shall be noted in the COMMENT field to describe the revision (e.g., added 2 lanes);

7. Any new network centroids shall follow TxDOT's node numbering conventions which require a sequential numbering schema without gaps;

8. Any new centroid connectors or external stations shall be drawn from the centroid or external station node such that the A-NODE of the link represents the zone centroid value;

9. All links for an associated year shall be properly identified in the LTYPE_*yr* field in the Master network dataview;

10. Any project-level information shall also be identified in the ANNOTATION_*yr* field (if appropriate); and

11. Any changes in tolls need to be expressed in the new base year dollars using the same Consumer Price Index (CPI) approach used to update income ranges (if necessary). If the toll rates have not changed, then the existing toll value will be maintained in the network dataview. The Consultant shall properly flag all toll links in the LTYPE_yr field in accordance with the, "*Network Editing Guidelines*" documentation.

12. Update turn penalty file.

III.2.1 Test Network – After completing the initial base year associated physical and attribute edits, the Consultant shall perform preliminary testing of the network geography and for each year thereafter upon completion (i.e., apply the TransCAD network Connectivity tool to ensure that there are no unconnected links or "tunnel links in the preliminary network geographies by year once extracted from the Master network geography). The Consultant shall also make sure that no fields are left blank by year and the LTYPE_*yr* code is correct for each year in the dataview.

III.2.2 Network Review – The MPO will be given reasonable time to review the revised Master network geography containing each year attribute and line work as a part of this task. The Consultant shall be expected to provide the MPO with a Master network geography containing the base year revisions first and then each year thereafter for review by the MPO. The Consultant shall be expected to respond to any findings that arise from these internal reviews associated with each year.

Deliverables for Task III

1. An updated Master network geography in TexPACK format containing all base year network attribute and line edits. The Consultant shall submit the base year work prior to embarking on forecast revisions, which will be reviewed by the MPO;

2. A revised Master network geography containing the base year edits in TexPACK format standards that reflect comments and findings from the MPO review;

3. An updated Master network geography in TexPACK format containing all forecast year(s) attribute and line edits. The Consultant shall verify that there are no attribute conflicts with the base year attributes prior to submittal (e.g., facility type downgrades, fewer lanes in the forecast years than in the base year);

4. A revised Master network geography containing the all forecast year edits in TexPACK format standards that reflect comments and findings from the MPO review;

5. An updated turn penalty file; and

6. A completion memorandum summarizing work performed, data considerations, and data delivered.

TASK IV: Prepare Master Traffic Analysis Zone Geography (TAZ)

Using the revised MAB and network geography, the Consultant shall prepare zonal boundary recommendations in accordance with TxDOT's practice as described in "Master Network Editing Guidebook", "TexPACK Model Documentation" and "Socio-Economic Guidelines" documentation. In accordance with this documentation, the Consultant shall prepare the following recommendations when editing the Master TAZ geography:

1. Any proposed new zones to be created due to recommended changes to the MAB, base year network, or knowledge of forecasted network projects that would bisect the existing zone structure, thereby creating incompatibility between the zone and network geographies;

2. Any proposed splits to existing zones used in the travel survey data processing;

3. Any proposed realignments of existing zone boundaries;

4. Any proposed inclusion of "dummy" zones;

5. Any proposed changes to existing external station locations and any new external stations proposed. If changes are recommended for external station locations, recommendations shall also be made for how to address model changes needed to address these changes;

6. Any proposed changes to better align zone boundaries with natural features (e.g., rivers), manmade features (e.g., railroads) and/or Census boundaries (e.g., blocks, block groups, tracts); and

7. Any proposed changes to zone boundaries to better achieve homogeneous land uses.

The Consultant shall renumber zones in accordance with TxDOT's "Master Network Editing" and Socio-Economic Guidelines" documentation if additional zones are added thru the creation of new zones or via zone splits.

The MPO and the State will be given 10 to 15 business days to review the zonal level demographics as a part of this task. The Consultant shall be expected to respond to any findings that arise from the internal review within 10 business days.

Deliverables for Task IV

1. An updated Master TAZ geography in TexPACK format containing all boundary edits.
2. A revised Master TAZ geography containing in TexPACK format standards that reflect comments and findings from the MPO review; and
3. A completion memorandum summarizing work performed, data considerations, and data delivered.

Task V: Develop Socioeconomic Data Inputs Based on MPO TDM

The Consultant shall develop the base and forecast year socioeconomic inputs. Activities being performed by the Consultant shall include:

V.1 Develop Socioeconomic Input Data Needs and Definition – The Consultant shall review the current socioeconomic data requirements of the MPO TDM base year 2021; the interim years, 2026, 2031, 2040, 2045; and forecast year 2050; and changes to those requirements determined by the agreed upon model architecture for the based MPO TDM 2021. Based on the review, the Consultant shall provide MPO with a technical memorandum defining the variables, format and level of detail needed to support the agreed upon TDM architecture.

V.2 Demographic and Socioeconomic Meetings – The Consultant shall prepare for and attend up to four Demographic and Socioeconomic coordination meetings with the State, MPO and selected technical resources. These meetings shall be designed to promote MPO understanding of the proposed demographic and socioeconomic TDM inputs development and facilitate timely delivery of the inputs to the TDM effort, as well as ensuring the demographic product meets the specification of the TDM.

Deliverables for Task V

1. Draft Socioeconomic Input Data Needs and Definition technical memorandum to the State and MPO for review and feedback;
2. Final Socioeconomic Input Data Needs and Definition technical memorandum to the State and MPO for review and feedback.

Task VI: Prepare Demographic Data For Base and All Forecast Years

The Consultant shall update the base, interim and forecast demographics for each model year in accordance with TxDOT's "*Socio-Economic Guidelines*" documentation.

> **VI.1 Obtain and Review the Demographic Data Control Totals for the Base Year, Interim Years, and Forecast Years.** – The Consultant shall develop demographic data that takes into consideration the region's household, population and employment (by type) control totals prepared by IDSR at UTSA. The control total memorandum (CTM) will be obtained from TxDOT personnel. Consultant shall request the model area demographic control totals for use in this project and use these data when developing the needed zonal level population, household and employment estimates. Any subsequent adjustments or changes to the demographic control totals in the CTM for either the base or forecast years will be reviewed and approved by the MPO in writing.
>
> 1. The Consultant shall develop demographic data to be constrained to the region's household, population and employment (by type) control totals prepared by IDSR at UTSA. The control total memorandum (CTM) will be obtained from TxDOT.
>
> 2. The Consultant shall request the model area demographic control totals for use in this project and use these data when developing the needed zonal level population, household and employment estimates.
>
> 3. Any subsequent adjustments or changes to the demographic control totals in the CTM for either the base or forecast years will be reviewed and approved by MPO and the State.
>
> **VI.2 Obtain the Previous SETRPC TAZ** – The Consultant shall obtain and review the previous SETRPC demographics. The demographics for all previous model years will be available in the TAZ geography dataview. This data will help inform existing demographic inventories as well as previous forecast socio-economic scenarios.
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> **VI.3 Obtain the Household Survey Technical Memorandum** – The Consultant shall obtain the, "Household Survey Technical Memorandum," from the MPO for the study area. Using this documentation, the Consultant shall identify which trip purposes will be modeled. The dedicated production and attractions for each trip purpose for special generators must be added to the TAZ dataview in accordance with the, "Socio-Economic Guidelines," documentation.
>
> **VI.4 Prepare the Zonal Level Demographic Data** – The Consultant shall prepare the base and forecast year estimates for population, number of households, average household size, median household income (in base year dollars), employment by type (basic, retail, service, and education [ED1 and ED2]), total employment, and special generator information for each traffic analysis zone (TAZ). Additionally, in the data set, the Consultant shall identify the major group quarters data (type and population) for each traffic analysis zone (if present).

The Consultant shall prepare TAZ level demographic data in accordance with the MPO TDM technical documentation and the State's practice as described in the State's "Socio-Economic Collection Guidelines for Travel Demand Models" documentation. Demographic development shall include Jasper County.

The Consultant shall perform the following:

1. Separate the group quarter demographic estimates from the TAZ population and household data to avoid double counting relative to the State's guidelines for preparing zonal level socio-economic data;

2. Treat the group quarters as special generators and independently estimate trip ends for these locations (e.g., university dorms);

3. Estimate the total number of NHB add-on productions for viable group quarter candidates;

4. Use the State (TxDOT) provided InfoGroup employment database as the source of the employment data for each TAZ.

5. The Consultant shall be responsible for verifying and correcting (i.e., correcting for parent-child relationships in the data, incorrectly geo-coded locations and identifying sites that were not properly geo-coded) in the DataAxle/InfoUSA data;

6. The Consultant shall use the four standard types of employment (base, service, retail, and education), which will be consistent with the North American Industrial Classification System (NAICS) codes listed in the "*Socio-Economic Collection Guidelines for Travel Demand Models*" documentation as well as any requirements form the MPO TDM technical documentation.

7. Annotate the updated population, household, median income, employment, and special generator information in the TAZ dataview in accordance with the, "TexPACK Guidelines" and "Socio-Economic Guidelines" documentation;

8. Maintain forecast median income in terms of constant dollars.

As a part of the zonal level demographic development, if the Consultant identifies a reason to deviate from the independently developed CTM, then the Consultant shall schedule a meeting with MPO and the State to discuss. The discussion may potentially pivot on what was available in the previous TAZ level demographics.

MPO and the State will be given 10 to 15 working days to review the zonal level demographics for all years as a part of this task. The Consultant shall be expected to respond to any findings that arise from the internal review.

Deliverables for Task VI

1. An updated TAZ geography containing the initial base year demographics in TexPACK format standards. The Consultant shall submit the base year demographics prior to developing and finalizing the forecast year(s) demographics for review;

2. Revised TAZ geography containing the base year demographics in TexPACK format standards that reflect comments and findings from the MPO review;

3. An updated TAZ geography containing the initial forecast year(s) demographics in TexPACK format standards. The Consultant shall submit the base year demographics prior to developing and finalizing the forecast year(s) demographics for review;

4. Revised TAZ geography containing the forecast year(s) demographics in TexPACK format standards that reflect comments and findings from the MPO review.

5. Meeting summaries capturing changes to the recommended regional CTM or general discussions associated with previous or updated socio-economic data;

6. A forecast demographic data Technical Memorandum containing the following:

   a. The data sources used;
   b. The methodology used;
   c. A list of special generators (and note new special generator sites) for which forecast demographic estimates were developed;
   d. Summaries of the demographic data by sector and regional totals;
   e. Summaries indicating the magnitude of the growth experienced in the study area by different zonal characteristics (e.g., households, population, and employment categories); and
   f. Summaries indicated the magnitude of the growth experienced in the MAB between the new base year and for each forecast year.

Task VII: Prepare Area Type Estimates

VII.1 Base Year Area Types – The Consultant shall obtain and review the previous MPO TDM area type designations and area type structure used in processing the workplace surveys and preparing the new recommended attraction rate models. This review looks at the designated Central Business District (CBD) and density ranges by area type as well as the normalization factor (NF) used in estimating the non-CBD area types. The Consultant shall calculate the normalization factor (NF), determine the number of area types, the area type names and the associated area type density ranges. Recommendations to any changes to historical CBD designations in either the base year or forecast year applications shall not be made. Proposed changes to the area type models are subject to review and approval by MPO and the State.

The Consultant shall use area type designations and density ranges (with any approved changes) to develop area type estimates for each zone in the base year models and will use State-adopted guidance.

VII.2 Interim and Forecast Years Area Types - The Consultant shall prepare updated area type designations for each zone for each of the interim and forecast year model applications. The Consultant shall:

1. Make changes to the zonal area types based on changes in zonal density.

2. Maintain CBD designations for all years with no changes.

3. Calculate the updated zonal densities using the same density equation used in the base year model while holding the base year NF constant.

4. Perform smoothing of area type designations consistent with the base year model.

5. Prevent area types from becoming less dense between forecast years.

6. The Consultant shall prepare a report depicting base and forecast year area type estimates to MPO and the State for review and approval.

Deliverables for Task VII

1. A draft and final Traffic Analysis Zone (TAZ) geography in TransCAD format populated with the unsmoothed and smoothed area types along with the calculated activity density values in the appropriate attribute fields. The previous base year area types will also be preserved in a dedicated year area type attribute field in the delivered.

2. An updated TAZ geography in TransCAD format populated with the forecast unsmoothed and smoothed area types along with the calculated activity density values in the designated and attribute fields for each forecast application.

Task VIII. Prepare And Present Revised Mab, Network, TAZ, & Demographics

The Consultant shall prepare and deliver a presentation to the MPO's Transportation Planning Committee and Technical Committee as determined by the MPO that conveys the following:

1. Changes to the MAB since the previous travel model with accompanying explanation communicating reasons to the revision;

2. Changes to the TAZ geography since the previous travel model with accompanying explanation communicating reasons for the revisions;

3. Changes to the network geography(s) in the Master network geography with accompanying supporting material (i.e., enumeration of projects in the long-range plan and their impact to network coding, significant changes to the base year network);

4. Changes to the demographics that describes sources, methodologies, and summaries of changes at the region, sector and potentially zonal level.

The MPO PD and the State will be given reasonable time to review the presentation and to discuss specific suggestions with the MPO regarding information to be included in the presentation as a part of this task. The Consultant shall be expected to respond to any findings that arise from the internal

review and/or comments from the MPO. Copies of the forecast demographic technical memorandum may be expected to be distributed during the presentation(s).

Deliverables for Task VIII

One electronic copy of the presentation to the MPO Policy and Technical committees in PowerPoint format.

Task IX. Retention Task

If contract type and funding allow, consider a retainer for a set period in order to respond to questions that may arise (i.e., zonal demographics) once the modelers begin calibration work.

Task Set B – On-Call Assistance

As a course of conducting MPO operations, particularly with an MPO in a small urban area that has air quality conformity challenges, SETRPC-MPO technical staff may need assistance with unanticipated, short-deadline tasks. This task set involves miscellaneous tasks that are not currently identified, but that will be developed during the course of the project.

Task 1.0 – On-Call Transportation Planning Assistance
This task will involve the provision of transportation planning assistance on a variety of miscellaneous tasks on an as-needed basis including tasks that may require the services of a Texas registered professional Consultant. The subtasks, to be issued on an individual work-order basis, will involve support of SETRPC staff in their effort to conduct MPO-based transportation planning functions for the JOHRTS region. Consultant services may involve assisting in the development and review of proposed projects for the possible submittal to the SETRPC-MPO's project selection process and/or assisting with project cost estimates. This task could include, but would not be limited to, preparing/conducting data collection surveys   for the creation of text for various elements/chapters of the FY 2024 JOHRTS Metropolitan Transportation Plan - 2050, revising the project selection process and/or criteria, attending and/or developing materials for public participation activities, preparing materials for, attending and/or making presentations at Transportation Planning Committee and Technical Committee meetings, and/or representing SETRPC-MPO at state-wide planning and/or air quality meetings. Tasks may also include the provision of training and technology transfer to staff at SETRPC and providing day-to-day MPO operations support to supplement SETRPC-MPO technical staff.

> Subtask I.1 - Consultant will assist the SETRPC-MPO technical staff and provide technical assistance on an as-needed basis.