

## Scope of Work

1. Host workshop with steering committee and potential public transportation providers to determine current and future facility requirements, and brainstorm potential sites.
2. Research the availability of potential sites, and prepare preliminary opinion of suitability.
3. Work with steering committee to develop formal selection criteria, and select one preferred and two additional alternate sites for a transit facility.
4. Provide site size analysis including transit vehicle dwell/layover bays, parking capacity and suitability to accommodate future service.
5. Develop operational scenarios for the transit facility, including:
  - a. Citylink fixed route alignments
  - b. Scheduling and transfer connectivity
  - c. Access for other potential public transportation providers
  - d. Passenger vehicle access, circulation and parking
  - e. Pedestrian and bicycle access and circulation
  - f. Proximity and access to major roadways including Interstate 90, US95 and local arterials
6. Develop site plan recommendations based on aforementioned design criteria.
7. Evaluate each alternative for its impact to surrounding traffic operations.
8. Develop computer animation simulations or other visual illustrations depicting the alternatives being evaluated. The graphics and visualizations should depict how the proposed facility would appear to a member of the general public.
9. Perform preliminary engineering design as needed to develop planning-level costs for up to three proposed sites. (It is not anticipated that this level of design effort will require field surveys.)
10. Develop possible implementation recommendations and present them to the Steering Committee and to the Kootenai Public Transportation Roundtable.
11. Coordinate closely with KMPO on the public involvement process for the study. Coordinate two public open houses. Assist and participate in stakeholder outreach.
12. Incorporate feedback from steering committee members, local jurisdictions, the Kootenai Public Transportation Roundtable, and the KMPO board in recommendations developed for the facility.
13. Prepare monthly project status reports.
14. Prepare a final report on findings and recommendations.
15. Provide analysis and recommendation for transit vehicle storage and maintenance capacity at or near the facility.
16. Provide an assessment of the suitability of a design-build process to complete the design and construction of the facility in an expedited manner.