

BOZEMAN^{MT}

THE TRANSPORTATION BOARD OF BOZEMAN, MONTANA

TB AGENDA

Wednesday, June 24, 2026

General information about the Transportation Board can be found in our [Laserfiche repository](#).

If you are interested in commenting in writing on items on the agenda please send an email to comments@bozeman.net or by visiting the [Public Comment Page](#) prior to 12:00pm on the day of the meeting. At the direction of the City Commission, anonymous public comments are not distributed to the Board or staff.

Public comments will also be accepted in-person and through Video Conference during the appropriate agenda items.

As always, the meeting will be streamed through the [Commission's video page](#) and available in the City on cable channel 190.

For more information please contact Nick Ross, nross@bozeman.net

A. Call to Order - 6:00 PM

This meeting will be held both in-person and also using an online videoconferencing system. You can join this meeting:

[Via Video Conference:](#)

Click the Register link, enter the required information, and click submit.

Click Join Now to enter the meeting.

***Via Phone:** This is for listening only if you cannot watch the stream, channel 190, or attend in-person*

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+1 346 248 7799

Access code: 982 5865 6090

B. Disclosures

C. Changes to the Agenda

D. Public Service Announcements

D.1 [Staff Updates](#)(Ross)

E. Approval of Minutes

E.1 [Approval of the April 22, 2026 Transportation Board Meeting Minutes](#) (Ross)

F. Consent Items

G. Public Comments on Non-agenda Items Falling within the Purview and Jurisdiction of the Board

This is the time to comment on any non-agenda matter falling within the scope of the Transportation Board. There will also be time in conjunction with each agenda item for public comment relating to that item but you may only speak once per topic. Please note, the Board cannot take action on any item which does not appear on the agenda. All persons addressing the Board shall speak in a civil and courteous manner and members of the audience shall be respectful of others. Please state your name, and state whether you are a resident of the city or a property owner within the city in an audible tone of voice for the record and limit your comments to three minutes.

General public comments to the Board can be found on their [Laserfiche repository page](#).

H. Special Presentations

H.1 [2027 Transportation Master Plan RFQ Review and Scoping Discussion](#) (Ross)

H.2 [Gallatin Valley Metropolitan Planning Organization Long Range Transportation Plan Update](#)(Butts)

I. Action Items

I.1 [Bozeman High School Residential Parking Permit District Management](#) (Focken)

J. FYI/Discussion

K. Adjournment

This board generally meets the fourth Wednesday of the month from 6:00 pm to 8:00 pm.

Citizen Advisory Board meetings are open to all members of the public. If you have a disability that requires assistance, please contact our ADA Coordinator, David Arnado, at 406.582.3232.

Memorandum

REPORT TO: Transportation Board

FROM: Nicholas Ross, Director of Transportation and Engineering

SUBJECT: Staff Updates

MEETING DATE: June 24, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: Receive staff update and participate in discussion.

STRATEGIC PLAN: 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

BACKGROUND: The Director of Transportation and Engineering, Nicholas Ross, provides the Board with staff updates on transportation related items.

Planning:

- Contracts for the city's SS4A Safety Action Plan Demonstration projects have been signed. Two demonstration projects supporting the city's upcoming Safety Action Plan include the following:
 - 3-yr implementation of the [CRASH](#) safety data platform from Citian. This data platform will enhance crash data and police reports to identify high crash intersections and corridors for targeted safety improvements.
 - Installation of [Currux Vision](#) safety detection software at 8 signalized intersections. This product will provide intersection safety analytics including speeding, red light running, and near-miss detection at traffic signals to inform potential geometric, signal phasing, and identifying the need for targeted enforcement of safety-critical traffic violations.
- Professional Services Agreement with Kittelson for the city's SS4A Safety Action Plan has also been approved and SAP underway.
- **2027 Transportation Master Plan RFQ was released on May 2nd with four responses received on May 29th. Two firms were shortlisted for interviews. The team of Sanbell, Kittelson, and Logan Simpson has been selected as the preferred consultant. Final scope and fee will now be negotiated prior to beginning TMP27 development.**

Design:

- Fowler Avenue Connection from Oak to Durston continues to secure final right of way agreements ahead of bidding. Staff intends to bid the first phase of this project and begin construction in 2026.

- Annual Multimodal Improvements (STR20) for FY27 have advanced in planning and design in anticipation of City Commission approval of \$300,000 in funding, doubling staff's request of \$150,000. This additional funding has allowed advancement of the following multimodal safety improvements:
 - School Zone Speed Feedback Radar Signs. Staff proposes to install permanent speed feedback radar signs at five schools per year beginning with schools located on arterial and collector routes. Speed feedback signs are a proven safety countermeasure to induce modest speed reductions in school zones. Procurement will seek a product that includes data collection for tracking of driver compliance and assistance to Bozeman PD Traffic Unit for identification of targeted enforcement areas.
 - Highland Boulevard Midblock Crossing. Staff have completed 30% design for installation of sidewalk along Highland Boulevard between S Cedarview and N Spruce with a midblock crossing of Highland supported by a solar-powered Rectangular Rapid Flashing Beacon (RRFB). Construction is anticipated for 2027 at a cost of approximately \$90,000.
 - Willson and Dickerson RRFB. This project will install a grid-tied RRFB across Willson in support of a safe school crossing to Longfellow Elementary. This project will require consultant design support. Construction is anticipated for 2027 at a cost of approximately \$70,000.
 - Bridger Drive RRFB. This project will install a solar-powered RRFB and curb ramps crossing Bridger Dr at Bridger Center Dr adjacent to Story Mill Park. Construction is anticipated for 2027 at a cost of approximately \$35,000.
 - S 3rd RRFBs and pedestrian infrastructure. This project will install ADA curb ramps and RRFBs along S 3rd at Arnold and Westridge in advance of the city's planned reconstruction project currently scheduled for FY31. This project will require consultant design support. Construction is currently planned for 2027 ahead of the Kagy Blvd closure and costs are expected to exceed \$100,000.
 - Previously committed improvements include RRFBs at Oak/Yellowstone, Baxter/Riata, S 11th/Brookdale and permanent neighborhood traffic calming at three locations in 2026.
- Frontage Road Path and Sewer Interceptor project RFQ was released in May and received three proposals. A preferred consultant will be selected on June 22nd.

Construction:

- N 27th: Baxter to Cattail broke ground on May 11th with construction anticipated to be completed by the end of the 2026 construction season. The City of Bozeman is working with Knife River and Morrison

Maierle to construct a segment of North 27th Avenue from Baxter Lane to Cattail Street. This project will complete the half-mile missing link of N 27th between Baxter and Cattail with City Collector standard typical section of one lane in each direction, left turn lanes, shared use paths in each direction, landscaped medians and boulevards, installation of water, sewer, stormwater and street lighting. The intersection with Baxter will be signalized and the intersection with Cattail will be controlled by a single-lane roundabout. A 60-day closure of the Cattail intersection began on June 15 to complete roundabout construction.

- Oak and Ferguson Signal Improvements (SIF188) have been awarded to Knife River in the amount of \$647,453.25. The engineer's estimate for the project was \$682,867.70. City staff have previously completed advanced procurement of signal poles in March in order to mitigate risk of schedule delay due to ongoing issues with lead times on signal equipment. This project will improve intersection safety and capacity by constructing missing left turn lanes at the intersection of Oak and Ferguson, implementing protected left-turn signal phasing, leading pedestrian intervals, and converting the Oak and Ryun Sun intersection to right-in, right-out operations. Construction is anticipated to begin in July with project complete by end of the 2026 construction season.
- McIlhatten Road Bikefill Access Improvements final design is now complete and out to bid. This project will improve safety of the gravel portion of McIlhatten Road within city limits by realignment of the road, slope flattening, and installation of guardrail associated with full-depth asphalt pavement construction. Construction is anticipated to be complete by the end of the 2026 construction season.
- College St: 8th to 11th safety improvement project has completed the design phase and bid package. **Construction has been postponed due to schedule conflicts and risk the project cannot be completed this season.**
- Uncontrolled Intersection improvements have begun! In May, post sleeves for stop signs were installed by city crews at 50 uncontrolled intersections in neighborhoods adjacent to Montana State University and sign installation and pavement marking operations began in June.
- 7th & Aspen Pedestrian Crossing improvements have begun. This project is funded through the city's Midtown Urban Renewal District and will add curb extensions, pedestrian refuge island, and RRFBs at the intersection of N 7th and Aspen.
- N 5th Path Pedestrian Lighting improvements have also been funded through the Midtown URD and will add pedestrian scale lighting to the shared use path from Westlake BMX Park to Oak St.

UNRESOLVED ISSUES: None

ALTERNATIVES: None

FISCAL EFFECTS: None

Report compiled on: April 23, 2026

Memorandum

REPORT TO: Transportation Board

FROM: Nicholas Ross, Director of Transportation and Engineering

SUBJECT: Approval of the April 22, 2026 Transportation Board Meeting Minutes

MEETING DATE: June 24, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: I move to approve the April 22, 2026 Transportation Board Meeting Minutes

STRATEGIC PLAN: 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

BACKGROUND: Minutes from the April 22, 2026 Transportation Advisory Board.

UNRESOLVED ISSUES: None

ALTERNATIVES: As recommended by the board.

FISCAL EFFECTS: None

Attachments:

[042226 Transportation Board Meeting Minutes](#)

Report compiled on: April 23, 2026



THE TRANSPORTATION BOARD MEETING OF BOZEMAN, MONTANA

MINUTES

April 22, 2026

Present: Bryce Gordon, Shannon Mahoney, Rio Roland, Mike Veselik, Grace Gilbreth, Simon Rucinski

Absent: None

Excused: Hayden Glines

Staff present at the Dias: Director of Transportation and Engineering, Nicholas Ross, Commissioner, Jennifer Madgic, and Transportation and Engineering Admin, Maliah Beauchaine

A) 00:01:06 Call to Order - 6:00 PM

B) 00:01:41 Disclosures

C) 00:01:52 Changes to the Agenda

00:02:01 Motion to approve the excused absence of Hayden Glines.

Mike Veselik: Motion

Rio Roland: 2nd

00:02:08 Vote on the Motion to approve the excused absence of Hayden Glines. **The Motion carried 6 - 0.**

Approve:

Bryce Gordon

Shannon Mahoney

Rio Roland

Mike Veselik

Grace Gilbreth

Simon Rucinski

Disapprove:

None

00:02:35 Motion to approve the move up of the Administrative Review Board Appointments.

Rio Roland: Motion

No Second Required: 2nd

00:02:40 Vote on the Motion to approve the move up of the Administrative Review Board Appointments.
The Motion carried 6 - 0.

Approve:

Bryce Gordon

Shannon Mahoney

Rio Roland

Mike Veselik

Grace Gilbreth

Simon Rucinski

Disapprove:

None

D) 00:02:46 Public Service Announcements

D.1 Staff Updates

00:06:16 Questions of Staff

E) 00:20:29 Approval of Minutes

E.1 Approval of the Transportation Advisory Board Meeting Minutes for January, February, and March 2026

012826 Transportation Board Meeting Minutes

022526 Transportation Board Meeting Minutes

032526 Transportation Board Meeting Minutes

00:20:39 Motion to approve of the Transportation Advisory Board meeting minutes for January, February, and March 2026

Rio Roland: Motion

Bryce Gordon: 2nd

00:20:41 Vote on the Motion to approve of the Transportation Advisory Board meeting minutes for January, February, and March 2026 **The Motion carried 6 - 0.**

Approve:

Bryce Gordon

Shannon Mahoney

Rio Roland

Mike Veselik
Grace Gilbreth
Simon Rucinski

Disapprove:
None

F) 00:21:06 Public Comments on Non-agenda Items Falling within the Purview and
Jurisdiction of the Board

There was no public comment.

G) 00:22:15 Action Items
H.1 Administrative Review Board Appointments

00:33:01 Motion to approve the appointment of board member, Mike Veselik, as Chair of the Administrative Review Board for a term to expire at the end of their term on the Transportation Advisory Board.

Bryce Gordon: Motion
Mike Veselik: 2nd

00:33:19 Vote on the Motion to approve the appointment of board member, Mike Veselik, as Chair of the Administrative Review Board for a term to expire at the end of their term on the Transportation Advisory Board. **The Motion carried 6 - 0.**

Approve:
Bryce Gordon
Shannon Mahoney
Rio Roland
Mike Veselik
Grace Gilbreth
Simon Rucinski

Disapprove:
None

00:33:38 Motion to approve the appointment of board member, Rio Roland, as a member of the Administrative Review Board for a term to expire at the end of their term on the Transportation Advisory Board.

Rio Roland: Motion
No Second Required: 2nd

00:33:41 Vote on the Motion to approve the appointment of board member, Rio Roland, as a member of the Administrative Review Board for a term to expire at the end of their term on the Transportation Advisory Board. **The Motion carried 6 - 0.**

Approve:

Bryce Gordon
Shannon Mahoney
Rio Roland
Mike Veselik
Grace Gilbreth
Simon Rucinski

Disapprove:

None

00:33:46 Motion to approve the appointment of board members, Grace Gilbreth and Simon Rucinski, as alternates of the Administrative Review Board for a term to expire at the end of their term on the Transportation Advisory Board.

Rio Roland: Motion

No Second Required: 2nd

00:34:06 Vote on the Motion to approve the appointment of board members, Grace Gilbreth and Simon Rucinski, as alternates of the Administrative Review Board for a term to expire at the end of their term on the Transportation Advisory Board. **The Motion carried 6 - 0.**

Approve:

Bryce Gordon
Shannon Mahoney
Rio Roland
Mike Veselik
Grace Gilbreth
Simon Rucinski

Disapprove:

None

H) 00:34:45 Special Presentations

H.1 Adoption of the 2026-2027 Transportation Advisory Board Work Plan
2024-2025 Transportation Board Work Plan Completeness Review
FINAL Transportation Advisory Board Work Plan 2026-2027

00:45:43 Questions of Staff

00:51:12 Motion to approve the 2026-2027 Transportation Advisory Board Work Plan.

Mike Veselik: Motion

Bryce Gordon: 2nd

00:51:26 Vote on the Motion to approve the 2026-2027 Transportation Advisory Board Work Plan. **The Motion carried 6 - 0.**

Approve:

Bryce Gordon

Shannon Mahoney

Rio Roland

Mike Veselik

Grace Gilbreth

Simon Rucinski

Disapprove:

None

H.2 Transportation Master Plan Intro and Scoping

02:05:48 Public Comment

There was no public comment.

I) 02:06:03 FYI/Discussion

J) 02:12:04 Adjournment

This board generally meets the fourth Wednesday of the month from 6:00 pm to 8:00 pm.

Memorandum

REPORT TO: Transportation Board

FROM: Nicholas Ross - Director of Transportation and Engineering

SUBJECT: 2027 Transportation Master Plan RFQ Review and Scoping Discussion

MEETING DATE: June 24, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: Provide feedback on the scope of work for the 2027 Transportation Master Plan update.

STRATEGIC PLAN: 1.1 Outreach: Continue to strengthen and innovate in how we deliver information to the community and our partners.

BACKGROUND: This item is a continuation of the discussion on the city's upcoming 2027 Transportation Master Plan update began at the April 2026 Transportation Advisory Board meeting. Staff will present the RFQ released on May 2nd with responses due May 29th.

The city of Bozeman will begin updating its 2017 Transportation Master Plan (TMP) in July of 2026. This project has been included in the [FY27-31 Capital Improvement Plan](#) as "TMP27" for reference. Participation in this master plan update will be a key item in the 2026-2027 Transportation Advisory Board Work Plan.

Scope discussion will include which sections of the 2017 TMP should be continued, are no longer necessary, and what new topics should be studied.

The Board is encouraged to review the [2017 TMP](#) prior to the meeting.

UNRESOLVED ISSUES: None.

ALTERNATIVES: None.

FISCAL EFFECTS: TMP27 is budgeted for \$250,000 in the FY27-31 CIP.

Attachments:
[TMP27_RFQ.docx](#)

Report compiled on: March 11, 2026

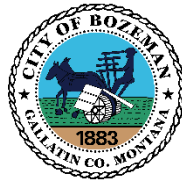


REQUEST FOR QUALIFICATIONS (RFQ)

2027 TRANSPORTATION MASTER PLAN

CITY OF BOZEMAN

Bozeman, MT



City of Bozeman
PO Box 1230
Bozeman, MT 59771-1230

May 2026

INSTRUCTIONS

NOTICE IS HEREBY given that the City of Bozeman (City) is seeking qualifications from firms or teams of firms to provide transportation planning services to complete the City's 2027 Transportation Master Plan (TMP) update. This project will update the City's existing 2017 Transportation Master Plan to align with current policy, planning, and prioritization of capital transportation projects. This TMP update will serve as the compliant transportation facility plan under the Montana Land Use Planning Act (MLUPA).

Examples of the [Request for Qualifications](#) are available on the City's website

All proposals must be provided as a single, searchable PDF document file and be submitted digitally as an email attachment to the RFQ City email address below. All proposals must comply with level A and AA Success Criteria and Conformance Requirements as defined by current [Web Content Accessibility Guidelines \(WCAG\)](#). Respondents are advised that City's email attachment size limit is 25MB and that **only one PDF file will be allowed per response**. The subject line of the transmittal email shall clearly identify the RFQ title, company name and due date/time. File sizes greater than 25MB in size may be uploaded to the City Clerks' Office upon special arrangement with the City Clerk. However, it is the Respondent's sole responsibility to ensure the file upload is completed, and that the City is separately notified via email of same, prior to the given deadline.

Deliver RFQs via email to the City Clerk by **May 29, 2026 at 5:00pm (MT)**. It is the sole responsibility of the Respondent to ensure that proposals are received prior to closing time as late submittals will not be considered.

The email address for submission is: procurement@bozemanmt.gov

Any administrative questions regarding proposal procedures should be directed to: Mike Maas, City Clerk 406.582.2321, procurement@bozemanmt.gov.

Questions relating to the RFQ should be directed to: Emiliano Esparza, P.E., City Engineer, 406.582.2929, Emiliano.Esparza@bozemanmt.gov.

Respondents will be required to agree to the City's non-discrimination and equal pay affirmation, attached as Appendix A.

DATED at Bozeman, Montana, this 2nd day of May 2026.

Mike Maas
City Clerk
City of Bozeman

For publication on:
Saturday, May 2, 2026
Saturday, May 23, 2026

I. INTRODUCTION

The City of Bozeman, (“City”), is seeking qualifications from firms to undertake transportation planning services to complete the City’s 2027 Transportation Master Plan (TMP) update. This project will update the City’s existing 2017 Transportation Master Plan to align with current policy and land use planning, and to develop a prioritization of capital transportation projects. This TMP update will serve as the City’s compliant transportation issue plan under the Montana Land Use Planning Act (MLUPA).

This RFQ shall not commit the City to enter into an agreement, to pay any expenses incurred in preparation of any response to this request, or to procure or contract for any supplies, goods or services. The City reserves the right to accept or reject all responses received as a result of this RFQ if it is in the City’s best interest to do so.

II. SCOPE OF PROJECT - PROJECT BACKGROUND AND DESCRIPTION

This Transportation Master Plan update has been approved as Project TMP27 in the City’s 2027-2031 Capital Improvement Plan and is anticipated to have funding appropriated for completion in the upcoming FY27-28 Biennium Budget. The City intends to begin TMP27 in July of 2026 and complete the plan by December 2027.

Led by the Department of Transportation & Engineering, TMP27 will integrate recently completed efforts including the City’s updated Unified Development Code, Bozeman Community Plan, Bicycle and Pedestrian Gap Analysis Study, and Gallatin Valley Sensitive Lands Plan. In addition, TMP27 will be required to coordinate and integrate the City’s Safe Streets for All (SS4A) Safety Action Plan currently in progress. The selected firm will be expected to integrate existing plans and data sources to the greatest extent available in creation of TMP27.

The City seeks to update its existing TMP with innovative operational analysis of existing and future transportation demand, an evaluation and prioritization of proposed projects, and an ecological screening of sensitive lands.

Respondent must disclose whether Respondent intends to use Generative AI in the fulfillment of the services if awarded a contract.

III. SCOPE OF SERVICES

i. Public Engagement

Conduct robust engagement in partnership with City staff. A final Public Engagement Plan will be developed with the City as part of the final scope and fee negotiation.

This project is an “Issue Plan”, a supporting document for the City’s Land Use Plan as described in the Montana Land Use Planning Act, [76-25-215](#), and is subject to the public participation requirements of [76-25-106](#), MCA.

Minimum standards include:

- (1) (a) A local government shall provide continuous public participation when adopting, amending, or updating a land use plan or regulations pursuant to this chapter.
(b) Public participation in the adoption, amendment, or update of a land use plan or implementing regulations must provide for, at a minimum:
 - (i) dissemination of draft documents;
 - (ii) an opportunity for written and verbal comments;
 - (iii) public meetings after effective notice;
 - (iv) electronic communication regarding the process, including online access to documents, updates, and comments; and
 - (v) an analysis of and response to public comments.
- (2) A local government shall document and retain all public outreach and participation performed as part of the administrative record in accordance with the retention schedule published by the secretary of state. The City has established standard tools and procedures for receipt of written comments, archiving written comments for distribution to decision makers and public access, social media, distribution of materials, and website hosting. The City will consider additional or alternate tools and procedures on a case by case basis where a superior outcome will result.
- (3) (a) A local government may decide the method for providing:
 - (i) general public notice and participation in the adoption, amendment, or update of a land use plan or regulation; and
 - (ii) notice of written comment on applications for land use permits pursuant to this chapter.
(b) All notices must clearly specify the nature of the land use plan or regulation under consideration, what type of comments the local government is seeking from the public, and how the public may participate.
(c) The local government shall document what methods it used to provide continuous participation in the development, adoption, or update of a land use plan or regulation and shall document all comments received.
(d) The department of commerce established in [2-15-1801](#) and functioning pursuant to [90-1-103](#) shall develop a list of public participation methods and best practices for use by local governments in developing, adopting, or updating a land use plan or regulations.

During all communication with the public the information must convey:

(4) Throughout the adoption, amendment, or update of the land use plan or regulation processes, a local government shall emphasize that:

- (a) the land use plan is intended to identify the opportunities for development of land within the planning area for housing, businesses, agriculture, and the extraction of natural resources, while acknowledging and addressing the impacts of that development on adjacent properties, the community, the natural environment, public services and facilities, and natural hazards;
- (b) the process provides for continuous and extensive public notice, review, comment, and participation in the development of the land use plan or regulation; and
- (c) the final adopted land use plan, including amendments or updates to the final adopted land use plan, comprises the basis for implementing land use regulations in substantial compliance with the land use plan.

ii. Goals and Objectives

Develop a set of goals and objectives to guide the completion of TMP27. This task will include reviewing existing plans and policies, and then engaging the Transportation Advisory Board, City Commission, and public to understand local values and expectations of the city's future transportation network. The consultant will integrate this input into a framework of goals supported by objectives to be used in evaluating and prioritizing future projects and investments with the City's 20-yr timeframe.

iii. Existing Conditions

Utilizing existing plans and data sources to the greatest extent available, develop a baseline of socioeconomic, land use, and transportation system conditions. The City seeks a firm capable of using innovative data solutions to identify travel demand patterns internal and external to the City and expects to require limited evaluation of intersection Level of Service. Traffic data collection may be necessary for arterial and collector street segments where data does not currently exist.

iv. Future Conditions

In partnership with City staff, develop a future scenario over a 20-yr horizon for the projected impacts of transportation growth on the community. Data solutions identified in the Existing Conditions analysis should be used to project future travel demand patterns and inform the creation and prioritization of capital improvement projects. A limited number of Intersection Control Evaluations may be necessary to determine the need for future capacity improvements at existing arterial and collector intersections.

Develop a set of updated Typical Sections for each Functional Classification of street.

v. Transportation Project Identification

Update, refine, and expand the list of transportation improvement projects identified in the City's existing TMP including scope revisions and conceptual project cost estimates as necessary. Integrate multimodal and safety improvements to the City's existing transportation system identified in the concurrent development of the SS4A Safety Action Plan.

vi. Road Ecology

In service of our shared environmental goals within the community, the City seeks to integrate Road Ecology in the development of TMP27. Utilizing ecological experts and the Gallatin Valley Sensitive Lands Plan, develop a policy framework to shape the identification and development of proposed transportation improvements that aims to avoid and minimize environmental impact while providing for the safe and efficient movement of people and goods.

vii. Implementation and Funding Plan

Develop and apply a customized screening tool modeled after the Goals and Objectives identified in this plan to provide a prioritization of projects for future construction. In coordination with City Commission and staff, develop a funding plan for future transportation investments.

IV. TIMELINES, DELIVERY DEADLINE, AND INSTRUCTIONS

Deliver RFQs via email to the City Clerk (procurement@bozemanmt.gov) by **May 29, 2026 at 5:00pm (MT)**. It is the sole responsibility of the Respondent to ensure that RFQs are received prior to the closing time as late submittals will not be considered. All proposals must be provided as a single, searchable PDF document file and be submitted digitally as an email attachment to the City email address procurement@bozemanmt.gov. Respondents are advised that City's email attachment size limit is 25MB and that only one PDF file will be allowed per response. The subject line of the email shall clearly identify the RFQ title, company name and due date/time. File sizes greater than 25MB in size may be uploaded to the City Clerks' Office upon special arrangement with the City Clerk. However, it is the Respondent's sole responsibility to ensure the file upload is completed, and that the City is separately notified via email of same, prior to the given deadline.

- i. **CONTACT INFORMATION:** All Questions and Contacts regarding this RFQ must be submitted in writing to:

Emiliano Esparza, P.E. – City Engineer and TMP27 Project Manager

P.O. Box 1230

Bozeman, MT 59771-1230

406.582.2929
emiliano.esparza@bozemanmt.gov

ii. **AMENDMENTS TO SOLICITATION**

Any interpretation or correction of this request will be published on the City's webpage. The deadline for questions related to this document is **5:00 pm MST on May 22, 2026**.

iii. **SELECTION TIMELINE**

Advertising dates:	May 2, 2026 and May 23, 2026
Receipt of RFQs:	5:00 pm MST on May 29, 2026
RFQ Review Complete by Committee:	June 5, 2026
Interviews:	June 9, 2026 and June 11, 2026, if necessary
Selection:	June 15, 2026

With the exception of the advertising dates and advertised due date, the City reserves the right to modify the above timeline.

V. SELECTION PROCEDURE

i. **STATEMENT OF QUALIFICATIONS**

Respondents must comply with the mandatory requirements provided in this solicitation. The selection process shall be conducted pursuant to all applicable Montana laws including those criteria set forth in §18-8-204, MCA and applicable City policy.

1. **Evaluation of RFQs.** The selection committee shall consist of no less than three persons representing the City. The selection committee will review conforming RFQ responses using the criteria listed above. RFQ responses that do not contain the required documentation will be deemed nonresponsive to this RFQ and will be rejected.
2. **Revisions.** Responses will be accorded fair and equal treatment with respect to opportunity for discussion and revision of responses, and such revisions may be permitted, after submissions and prior to award for the purpose of obtaining best and final responses.
3. **Evaluation & Elimination.** After evaluating all conforming responses based on the criteria herein the selection committee may eliminate one or more or all Respondents from further review if they do not meet the qualification criteria specified herein. Any Respondents eliminated by the selection committee, at any time, or for any reason, will not have the opportunity to make revisions or participate further in the selection process.

4. **Interviews.** After reviewing conforming RFQ responses, the selection committee may decide to schedule interviews with qualified respondents. Interviews will be held on June 9, 2026 and June 11, 2026, if necessary. Each firm selected for interview will be notified of the specific time for their interview. The format of the interview will be left up to the proposing firm; however, interviews will be 45 minutes inclusive of questions from the selection committee, with 15 minutes between interviews for transitions and set up between Respondents.
5. **Selection and Final Recommendation.** The selection committee will tally the scores for the RFQ. At that time contract negotiations will take place between the City and successful Respondent. The City may negotiate a contract with the next highest ranked Respondent if a contract cannot be made.

ii. RFQ – FORM AND CONTENTS

Deliver one (1) digital copy prepared as follows:

1. **General Instructions:**
 - a. RFQ responses must be signed by an officer or principal of your firm.
 - b. RFQ responses must be contained in a single searchable PDF document not to exceed 20 pages total including whatever pictures, charts, graphs, tables, and text the firm deems appropriate to be part of the review of the firm's qualifications. A separate transmittal letter, cover page, cover sheets, and dividers are exempted from the page limit.
 - c. Schedules may be submitted in addition to the page limit.
2. **Firm Information:**
 - a. Experience. Respondent must demonstrate successful experience and capacity to act as a contractor on projects of similar size, type and complexity, including their proposed approach to this project. Provide the name and location of each project, the client, and the contact person and phone number. Describe experience and qualifications of the professional personnel to be assigned to this project. Describe your recent and current work for the City of Bozeman, if any.
 - b. Firm Background. Provide information about the firm, including location. Describe the firm's history. Include information identifying the firm's annual volume of business, financial/bonding capacities, and speak to the firm's stability in the marketplace. Information identifying the firm's strengths and weaknesses along with special capabilities that may be appropriate to the Project will assist in the evaluation.
 - c. Firm Workload. Provide the status of current and anticipated work within the firm in terms of time and magnitude for the anticipated Project schedule as it relates to availability of key personnel and your

firm. Describe the firm's capability to meet time and project budget requirements.

- d. Claims. At any time in the last ten (10) years has your firm been assessed and paid liquidated damages after completion of a project under a contract with a public owner?
- e. References. Provide detailed contact information to the City for at least three (3) projects undertaken by your firm within the past five years.

iii. EVALUATION CRITERIA

Qualifications will be evaluated by the selection committee, which will individually score qualifications out of a total of 100 possible points based on the criteria below. The scoring criteria and possible point values are:

1. **Respondent's experience with projects of similar size and design:**
Possible Points: 40
2. **Firm's Qualifications and Project Approach:**
Possible Points: 30
3. **Capabilities to meet time schedule and project budget requirements:**
Possible Points: 10
4. **Present and projected workloads:**
Possible Points: 10
5. **Past projects/experience working with the City of Bozeman:**
Possible Points: 5
6. **Office location(s):**
Possible Points: 5

VI. FORM OF AGREEMENT

The final form of the contract documents will be substantially similar to the Professional Services Agreement (PSA) found in Appendix B and will be finalized during contract negotiations. The City

anticipates utilizing a Cost Plus Fixed Fee contract structure for this agreement. Respondents must include any requested alterations to the PSA in their RFQ response.

VII. CITY RESERVATION OF RIGHTS

All proposals submitted in response to this RFQ become the property of the City and public records and, as such, are subject to public disclosure.

A submission in response to this request for qualifications confers no rights upon any Respondents and shall not obligate the City in any manner whatsoever. The City reserves the right to make no award and to solicit additional request for qualifications at a later date.

- i. This RFQ may be canceled or any or all responses may be rejected in whole or in part, as specified herein, when it is in the best interests of the City. If the City cancels or revises this RFQ, all Respondents who submitted will be notified using email.
- ii. The City reserves the right to accept or reject any and all submissions; to add or delete items and/or quantities; to amend the RFQ; to waive any minor irregularities, informalities, or failure to conform to the RFQ; to extend the deadline for submitting proposals; to postpone award for up to 60 days; to award one or more contracts, by item or task, or groups of items or tasks, if so provided in the RFQ and if multiple awards are determined by the City to be in the public interest.
- iii. The City reserves the right to reject the submission of any person/firm who previously failed to perform properly to the satisfaction of the City, or complete on time agreements of similar nature, or to reject the submission of any person/firm who is not in a position to perform such an agreement satisfactorily as determined by the City.
- iv. The City reserves the right to determine the best qualified Respondents and negotiate a final scope of service and cost, negotiate a contract with another Respondents if an agreement cannot be reached with the first selected Respondents, or reject all proposals.
- v. The successful Respondents will be required to enter into a contract with the City, which will incorporate the Respondents' scope of service and work schedule as part of the agreement.
- vi. This RFQ does not commit the City to award a contract. The City assumes no liability or responsibility for costs incurred by Respondents in responding to this request for qualifications or request for interviews, additional data, or other information with respect to the selection process, prior to the issuance of an agreement, contract or purchase order. **The Respondents, by submitting a response to this RFQ, waive all right to protest or seek any legal remedies whatsoever regarding any aspect of this RFQ.**

- vii. This project is subject to the availability of funds.

VIII. NONDISCRIMINATION AND EQUAL PAY POLICY

The City of Bozeman requires each entity submitting under this notice affirm, on a separate form provided, that it will not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, or because of actual or perceived sexual orientation, sexual preference, gender identity, or disability in fulfillment of a contract entered into for the services identified herein and that this prohibition on discrimination shall apply to the hiring and treatment of the submitting entity's employees and to all subcontracts it enters into in the fulfillment of the services identified herein. Failure to comply with this requirement shall be cause for the submittal to be deemed nonresponsive.

In addition, pursuant to [City Commission Resolution 5169](#), the entity awarded a contract under this RFQ and any subcontractors must abide by the Equal Pay Act of 1963 and Section 39-3-104, MCA (the Montana Equal Pay Act), and affirm it will abide by the above.

IX. MISCELLANEOUS

- A. **No Oral Agreements.** No conversations or oral agreements with any officer, employee, or agent of the City shall affect or modify any term of this solicitation. Oral communications or any written/email communication between any person and City officer, employee or agent shall not be considered binding.
- B. **No Partnership/Business Organization.** Nothing in this solicitation or in any subsequent agreement, or any other contract entered into as a result of this solicitation, shall constitute, create, give rise to or otherwise be recognized as a partnership or formal business organization of any kind between or among the respondent and the City.
- C. **Employment Restriction and Indemnity.** No person who is an owner, officer, employee, contractor, or consultant of a respondent shall be an officer or employee of the City. No rights of the City's retirement or personnel rules accrue to a respondent, its officers, employees, contractors, or consultants. Respondents shall have the responsibility of all salaries, wages, bonuses, retirement, withholdings, worker's compensation and occupational disease compensation, insurance, unemployment compensation other benefits and taxes and premiums appurtenant thereto concerning its officers, employees, contractors, and consultants. Each Respondent shall save and hold the City harmless with respect to any and all claims for payment, compensation, salary, wages, bonuses, retirement, withholdings, worker's compensation and occupational disease compensation, insurance, unemployment compensation other benefits and taxes and premiums in any way related to each respondent's officers, employees, contractors and consultants.
- D. **Accessibility.** Upon reasonable notice, the City will provide assistance for those persons with sensory impairments. For further information please contact the ADA Coordinator at 406.582.3232.

- E. **Procurement.** When discrepancies occur between words and figures in this solicitation, the words shall govern. No responsibility shall attach to a City employee for the premature opening of an SOQ not properly addressed and identified in accordance with these documents.
- F. **Governing Law.** This solicitation and any disputes arising hereunder or under any future agreement shall be governed and construed and enforced in accordance with the laws of the State of Montana, and venue for all legal proceedings shall be in the 18th Judicial District Court, Gallatin County. By offering to perform services under this RFQ, all Submitters agree to be bound by the laws of the State of Montana and of the City, including, but not limited to, applicable wage rates, payments, gross receipts taxes, building codes, equal opportunity employment practices, safety, non-discrimination, etc.

X. ATTACHMENTS

The following exhibits are incorporated in this RFQ:

- Appendix A: Non-Discrimination Affirmation
Appendix B: Professional Services Agreement

END OF RFQ

Memorandum

REPORT TO: Transportation Board

FROM: Jeff Butts, MPO Manager

SUBJECT: Gallatin Valley Metropolitan Planning Organization Long Range Transportation Plan Update

MEETING DATE: June 24, 2026

AGENDA ITEM TYPE: Plan/Report/Study

RECOMMENDATION: Participate in the Gallatin Valley Metropolitan Planning Organization (MPO) Long Range Transportation Plan (LRTP) update

STRATEGIC PLAN: 1.3 Public Agencies Collaboration: Foster successful collaboration with other public agencies and build on these successes.

BACKGROUND: The Gallatin Valley Metropolitan Planning Organization (MPO) was established following the 2020 Census after the Bozeman urbanized area exceeded the 50,000 population threshold. Federal code conditions receipt of surface transportation funding on the designation of an MPO and the establishment of a continuing, cooperative, and comprehensive performance-based multimodal transportation planning process.

The MPO provides a regional forum for transportation planning among the Cities of Bozeman and Belgrade, Gallatin County, Streamline, Montana State University, and state and federal transportation partners. The MPO is governed by the Transportation Policy Coordinating Committee (TPCC), which includes two representatives from the Bozeman City Commission.

Current Work

The MPO is preparing its first Long Range Transportation Plan (LRTP) for the Metropolitan Planning Area (MPA). The LRTP will include a fiscally constrained project list informing the MPO's Transportation Improvement Program (TIP), which is incorporated into the Statewide Transportation Improvement Program (STIP). These programs direct federal surface transportation funding.

The LRTP is being developed through a phased process that includes existing and projected conditions analysis, transit planning, evaluation of alternatives, identification of a preferred alternative, and development of projects to support the goals and objectives. The project team has completed the Transit Strategic Plan and Existing and Projected Conditions Report. It is now entering the Alternatives Analysis phase.

The next phase will compare a future no-build condition with three investment approaches: added capacity on existing roadways, new network connections, and a hybrid approach informed by the first two analyses. This comparison will help identify projects that best advance LRTP goals and performance outcomes.

The TPCC-adopted goals are below:

- Support Safe Travel Across All Modes
- Ensure a Well-Maintained Transportation System
- Expand Mobility Choices Throughout the Region
- Enhance Health, Quality of Life, and Preserve Regional Character
- Enhance Transportation and Land Use Planning Coordination
- Improve Transportation System Resilience

Update

The discussion will focus on the current phase of LRTP development, the incorporation of prior public and partner input, and the next phase of analysis for evaluating potential transportation investments.

This item is presented for information and discussion. No formal action is requested.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by the board.

FISCAL EFFECTS: None.

Report compiled on: March 5, 2026

Memorandum

REPORT TO: Transportation Board

FROM: Nic Focken, Parking Manager

SUBJECT: Bozeman High School Residential Parking Permit District Management

MEETING DATE: June 24, 2026

AGENDA ITEM TYPE: Policy Discussion

RECOMMENDATION: Suggest an action to the City Commission to maintain, reduce, or remove the Bozeman High School Residential Parking Permit District.

STRATEGIC PLAN: 7.3 Best Practices, Creativity & Foresight: Utilize best practices, innovative approaches, and constantly anticipate new directions and changes relevant to the governance of the City. Be also adaptable and flexible with an outward focus on the customer and an external understanding of the issues as others may see them.

BACKGROUND:

The Bozeman High School Residential Parking Permit District (BHS RPPD) was created in 2001 for the neighborhood surrounding the high school due to inadequate on-site parking for students and staff. For many years, the permit district helped reduce commuter parking impacts within the adjacent residential neighborhood.

Since that time, additional parking has been constructed at the high school and the opening of a second high school in Bozeman has reduced overall parking demand in the area. As a result, parking occupancy within the district has decreased along with the overall need for the Residential Parking Permit District.

The Transportation Advisory Board, serving in its role as Parking Commission, is asked to consider a recommendation to City Commission to maintain, reduce, or remove the BHS RPPD.

UNRESOLVED ISSUES: None

ALTERNATIVES: As directed by the board

FISCAL EFFECTS: Staff time to enforce the district and permit revenue collected per permit

cycle.

Attachments:

[Bozeman High School Data.pdf](#)

Report compiled on: May 20, 2026

BOZEMAN^{MT}

Parking

Wednesday, May 27th, 2026

High School

Residential Parking Permit District



Permits over the years

Bozeman High School Calendar Year August 1st to June 14th

- 25-26
 - 165 permits sold
 - \$15,400
- 24-25
 - 215 permits sold
 - \$11,700
- 23-24
 - 92 permits sold
 - \$6,400

Citations over the years

Bozeman High School Calendar Year August 1st to June 14th

- 25-26
 - 411 citations issued
 - \$7,500 Paid
- 24-25
 - 731 citations issued
 - \$16,000 Paid
- 23-24
 - 170 citations issued
 - \$3,100 Paid

Officer Time Spent in District

The Parking Division didn't start tracking time within districts until this year.

- 25-26
 - 180 hours per year
 - Estimated \$6,800 per year in officer time spent enforcing the district.