

# Skagit Council of Governments

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## INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

SKAGIT COUNCIL OF GOVERNMENTS

AND

WHATCOM COUNCIL OF GOVERNMENTS

THIS AGREEMENT is made and entered into by and between Skagit Council of Governments ("SCOG") and Whatcom Council of Governments ("WCOG") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

1. PURPOSE: Whatcom Council of Governments will hire a consultant to conduct a Household Travel Survey as outlined in Attachment A.

2. RESPONSIBILITIES: WCOG will hire and manage the consultant. SCOG will reimburse WCOG for providing this service.

3. TERM OF AGREEMENT: The term of this Agreement shall be from December 1, 2007 until terminated by either party.

4. MANNER AND AMOUNT OF FINANCING: SCOG shall reimburse WCOG for expenses incurred in securing of the survey. WCOG will bill SCOG monthly. Total funding for the life of this contract is \$180,000 and is provided through the North Sound Connecting Communities Project ("NSCCP") grant.

5. ADMINISTRATION: The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

5.1 SCOG's representative shall be the Executive Director or his/hers designate.

5.2 WCOG's representative shall be the Planning Director or his/hers designate.

6. TREATMENT OF ASSETS AND PROPERTY: All acquired fixed assets, personal, or real property pursuant to this Agreement shall become the property of WCOG.

7. INDEMNIFICATION: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the SCOG by reason of entering into this contract except as expressly provided herein.

8. TERMINATION: Any party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

9. CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS: The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

10. SEVERABILITY: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

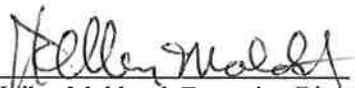
11. ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

12. OTHER PROVISIONS:  
None.

IN WITNESS WHEREOF, the parties have executed this Agreement this 31 day of December, 2007.

APPROVED:

Skagit Council of Governments

  
Kelley Moldstad, Executive Director  
Skagit Council of Governments

APPROVED:

Whatcom Council of Governments

  
Jim Miller, Executive Director  
Whatcom Council of Governments

## Household Travel Survey Summary

**Background:** All transportation demand modeling software requires importation of specific data sets calibrated to the study area. These data sets can be assembled in several ways, such as purchased data, gathered data and data gathered in other areas exhibiting similar characteristics as the study area. This latter method provides information known as proxy data. Household information, including household size, income and travel behavior is essential to an effective model. The WCOG model currently uses proxy data for this purpose. Given that use of proxy data is generally acceptable as a very inexpensive way to get a model up and running, the WCOG model currently employs the proxy method. Now, however, a more representative household data set is desirable.

**Proposal:** WCOG is changing software platforms from emme/2 to TransCAD and wishes to achieve the best possible model results. Consequently, a household survey is needed. During casual discussions with consultants capable of conducting statistically significant household survey, it became apparent that the cost of conducting such a survey would increase only modestly if geographically expanded to include multiple Counties. WCOG proposes, therefore, that Whatcom, Skagit and Island RTPOs, and possibly others work together in a cost – sharing project to achieve the mutual benefit of obtaining accurate regional household data.

**Methodology:** The proposed geographical household travel survey area includes; as a minimum; Whatcom, Skagit and Island Counties. The estimated population of the total geographical area is about 400,000. The very minimum statistically valid sample size for this study area is 1,000 respondents, but ideally it is preferable to increase that sample size to better represent the region. Another component to the survey will be to include Geographic Positioning Systems (GPS) technology in about 10% of the surveys. This technology will more accurately represent the travel behavior of the survey respondents by spatially tracking their travel patterns.

Data collected in the Household Travel Survey may be used to update the regional and local transportation forecasting models to better predict future demand on the transportation system. This data will help guide future transportation planning as the area continues to grow and assist local governments in better defining which transportation improvements will benefit their citizens the most. With more jobs and people coming to the area, the impacts on our burdened highway and public transportation systems are felt by all of us. Having more knowledge and thus a better idea of where and what to build, we are likely to make better improvement decisions that are timely and cost effective.

**Purpose:** The purpose of the household travel survey is to collect origin and destination information that represents travel behavior data that may be incorporated into travel demand models. Examples of the type of information that is collected from the survey include the address where a trip started and ended, trip purpose, time the trip started and ended and mode of travel. In addition there will be non-travel related questions about the respondents such as income, household size, age and so on. This information will be geographically coded based on the origin and destination address of the respondent to spatially represent travel behavior. The results of the survey will be compiled in a database and summarized in a report that will be provided to all interested entities.

This information will later be used to estimate the parameters of the travel demand model. After the model parameters have been estimated, models will be calibrated to the parameters to reflect the results of the household travel survey. After the models have been calibrated and validated they will be better able to estimate future travel demand and travel patterns.

Examples of parameters in the travel demand model include trip production and trip attraction rates, trip length frequency distribution, mode of travel, time of day analysis and so on. The trip rates by trip purpose are applied to all of the zonal data (household and employment data) to represent the number of trips that are produced and attracted at each zone. The trip length frequency distribution represents the number of person trips and their time and length of travel by trip purpose. The mode of travel includes vehicle, non-motorized (walk and bike), transit and rideshare. Time of day analyses will determine the peak periods during the day (AM Peak, PM Peak and others Peaks in the day).

Cost: The cost of the survey is \$200,000. The cost includes a statistically valid survey with a database of the respondent's information and a report that explains the survey design, data collection, data processing, as well as summaries of the results in tabular and graphical format. The cost includes GPS technology that tracks the respondents travel patterns. This technology will be applied to 10% of the respondents.

Timeframe: The timeframe of the survey is 6 to 9 months. The key thing is to collect the data from Sept-Nov or Jan-May (when school is in session). It usually takes about 2 months to design the survey and sampling plan; about 3 months to collect the data; and about 2 months to process the data and prepare the final report. Ideally you want a consultant on board no later January 2009. The consultant selection process takes about 6 months so if we start the process in January 2008 we should have a consultant on board around July/ August 2008 and the field work can begin in the September/ October timeframe. So if we start the project in July or August 2008 we should have a final product by May 2009.

Conclusion: Without household travel survey data, continued reliance on data from other communities that have conducted surveys that are similar size and travel characteristics will be necessary. In today's rapidly changing transportation environment, communities are changing as well accompanied by with decreasing similarity. This comprehensive household survey will provide a great opportunity to obtain local data that will help us make better decisions. Cities, Counties, Metropolitan and Regional Planning Organizations (MPO and RTPO) spend substantial time developing travel demand models. This is a great opportunity to obtain better tools to guide us in determining where the travel demand will be greatest in the future, and in project planning.