

REQUEST FOR PROPOSALS

PLANNING AND ENVIRONMENTAL LINKAGES STUDY IN CLAY AND JACKSON COUNTIES, MISSOURI AND WYANDOTTE COUNTY, KANSAS.

This document constitutes a request for proposals from qualified individuals and organizations to develop a Planning and Environmental Linkages (PEL) Study for the US-169 corridor (including Broadway Extension bridge over the Missouri River) in Clay and Jackson Counties, Missouri and I-70 in Wyandotte County, Kansas and Jackson County, Missouri (with I-670 as an east/west and I-35 as a north/south “corridors of influence”) as described in this Request for Proposals (RFP). The completed PEL decisions and analysis can be referenced in subsequent NEPA documentation.

Organization of this RFP is as follows:

1. Response Submission and Due Date
2. Response Contents
3. General Specifications
4. General Scope of Work
5. Selection Process
6. Appendix

1. Response Submission and Due Date

Responses to this request must be received by **3:00 p.m. CST, Friday, March 18, 2016** at the address listed below. Responses received after this time will be returned unopened. No submission of responses by e-mail will be accepted.

This request for proposals does not commit MARC to award a contract, to pay any costs incurred in the preparation of a response to this invitation, or to procure or contract for services or supplies. MARC reserves the right to accept or reject any or all responses received as a result of this request, or to cancel this request in part or in its entirety if deemed in the best interests of MARC. All response material submitted shall become the property of MARC.

If your firm wishes to be considered for this project, five (5) hard copies and one (1) CD-ROM copy of the response should be received at the following address by the time specified above:

Mr. Martin Rivarola, AICP
Assistant Director of Transportation and Land Use
Mid-America Regional Council
600 Broadway, Suite 200
Kansas City, Missouri 64105

All questions concerning this RFP should be directed to: Martin Rivarola at mrivarola@marc.org.

2. Response Contents

The response should not exceed 10 pages total. A page is defined as 8½ by 11 inches, written in 12-point font and printed on one side. Front and back covers, transmittal letter, table of contents, organizational chart and resumes are not included in the page count. Responses should be arranged in the order detailed below. While these items provide a general description of what is expected in the response to this RFP, it is not meant to limit or exclude other pertinent information from being included.

2.1 Letter of Transmittal

The Letter of transmittal is a brief summary of the key points of the response and approach to accomplish the work. The name and address of the firm as well as the project manager should also be included. The transmittal letter shall not be longer than two (2) single sided pages (not included in ten [10] page total).

2.2 Table of Contents

If necessary, a table of contents can be provided to reference key items, charts and tables in the response (not included in ten [10] page total).

2.3 Management Summary and Conceptual Work Plan

A management summary that states the consultant's understanding of the project to be performed and a conceptual work plan with detailed description of the methodology and general scope of work.

2.4 Qualifications and Experience

Experience with development of complex corridor projects through the EIS and/or PEL process including development of related travel models and traffic analyses; familiarity with the National Environmental Policy Act, traffic modeling including dynamic traffic assignment (DTA) and simulation modeling and a satisfactory record of performance should also be substantiated. Proposed project staffing and availability should be discussed along with their resumes indicating qualifications, experience and recent projects, including projects that follow MoDOT's Local Public Agency (LPA) process. At a minimum, this section shall include:

- 2.4.1. Descriptions of recent planning and environmental studies, traffic analysis and modeling in which key staff presented in this proposal played a significant role, and that demonstrates their capacity to produce PEL report for this project within the time frame established in this RFP.

- 2.4.2. Description of other major environmental documents that your firm was the prime, that demonstrates your firm's ability to produce environmental documents for a project of this magnitude in the time frame established in this RFP.
- 2.4.3. Examples of projects which were successfully constructed or implemented as a result of recent planning and environmental studies of this nature.
- 2.4.4. References for the projects listed above, i.e. contact name, agency, address, telephone and e-mail address.
- 2.4.5. Identify the proposed subconsultants and their key staff that would be utilized if your firm were selected (including DBE participation). Describe the role of the subconsultants (examples: DTA modeling, data collection, public engagement, etc.) to accomplish the work of the project and identify their percentage of work to the overall project.
- 2.4.6. Current workloads and future commitments for the project manager, task managers (i.e. design, environmental, public involvement, traffic) and other key staff.

2.5 Project Schedules, Milestones and Timelines

MARC requires the completion of the Draft PEL for this project by August 2017. Completion of the Final PEL is required by November 2017. The response shall contain your proposed approach to a project schedule, milestones, management plan and manpower commitment for meeting these dates.

2.6 Appendix

A one page chart (up to 11"x17" in size) showing the organizational structure proposed with key staff identified along with their resumes. Resumes should be limited to those key personnel who will be committed to this project and should not include executives of the team who will not be involved in day to day management of the project. Resumes shall be no more than two (2) single side, 12 font pages and the total number of resumes may not exceed twelve (12). No other information is allowed in the Appendix.

3. General Specifications

The following are general specifications required for all responses. Your firm, if selected, will be expected to comply with these requirements.

3.1 Title VI Requirements

Section 6.01 of Title VI of the Civil Rights Act of 1964 states the following:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

MARC, in accordance with Title VI of the Civil Rights Act of 1964, 78 Statute 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations (CFR), US Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all responders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit proposals in response to this invitation to submit a proposal and will not be discriminated against on the grounds of race, color, age or national origin in consideration for an award.

The successful responder under this RFP will be expected to comply with all Federal Title VI requirements, shown in the appendix, and execute a “US Department of Transportation Title VI Assurance” statement.

3.2 Disadvantaged Business Enterprise (DBE) Goal

Your proposal should indicate how your firm would utilize a DBE firm(s) as a part of the project team. DBE firms must be certified by the Missouri Regional Certification Committee (MRCC) in order to be counted as participation towards an established DBE Goal of 20%. The MRCC Directory can be found on the MoDOT website at http://contribute.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrcc.htm.

3.3 Qualified Personnel

The successful firm must understand that it is expected to provide qualified personnel to accomplish each portion of the work associated with this project. MARC will maintain the right to request the removal of any person found, in its opinion, during the course of work on this project, to be unqualified to perform the work. MARC also expects the consultant will dedicate the appropriate number of staff to this project to ensure the target dates of this contract are met. MARC expects to have a single “Project Manager” assigned to work authorized under this contract. If the need to replace a Project Manager were to arise, written approval by MARC will be required.

3.4 Status or Progress Reports

Monthly progress reports will be required. Also, regularly scheduled project meetings are to be held throughout the project as well as at strategic milestones to review and discuss specific aspects of the project.

3.5 Contract Costs and Progress Payments

After selection, an actual cost, plus fixed-fee contract will be negotiated to provide these services. Invoices may be submitted for services performed no more frequently than monthly. Payment of invoices will be based on the actual costs incurred for that time period plus a proportional percentage of the fixed fee, which is representative of project progress as of that date. Actual costs will be paid up to the contract ceiling. No costs above the contract ceiling will be paid without prior execution of a supplemental agreement. MARC will not make any advance deposits or payments for costs that have not already been incurred.

3.6 Standard Consultant Contract Clauses

The MARC Board shall enter into a binding written and executed Agreement with the successful consultant firm to perform the work requested in this RFP. That Agreement will be prepared in the form of MARC standard consultant agreement, including its standard terms and conditions. MARC anticipates that each firm submitting a proposal will be familiar with this standard consultant agreement, and its terms and conditions. That is why they are not reprinted here. If any firm wishes to obtain a copy of that standard consultant agreement form before submitting its proposal, please contact Darryl Fields, Senior Transportation Planner, Phone (816) 474-4240. E-mail address is dfields@marc.org.

4. General Scope of Work

The objective of this project is to complete a Planning and Environmental Linkages (PEL) study to position MARC and its partners for future work to finalize National Environmental Policy Act (NEPA) documentation for segments of independent utility within the study area. In order to complete this work it will be necessary to perform the following general tasks and provide the following deliverables.

4.1 PEL Study

The PEL study area is approximately defined by the US-169/MO Route 9 interchange in the north to the I-70/I-670 interchange in the east and I-70/I-670 interchange in the west (area of influence in Figure 1).

The PEL Study will focus on development of a strategic plan that identifies and evaluates reasonable alternatives for US-169 corridor, including access connections to the Downtown Airport, replacement or reuse of the Broadway Extension Bridge, and the connection to the 5th/6th street interchange. The study shall also focus on the I-70 corridor, including its connection to the US-169 corridor and the downtown loop, improvement of traffic flow and better connection of the street grid between River Market and downtown Kansas City. Additional issues to be considered as part of this study include, access to the Port of Kansas

City, airspace around Downtown Airport, Missouri River Navigation, bicycle and pedestrian accommodations on major bridges, impacts to transit and railroads, recommendations and plans from KDOT's Lewis and Clark Viaduct Study and potential downtown interstate access and routing, including on I-35. The proposed improvements should account for future access, mobility, safety, system preservation and redevelopment.

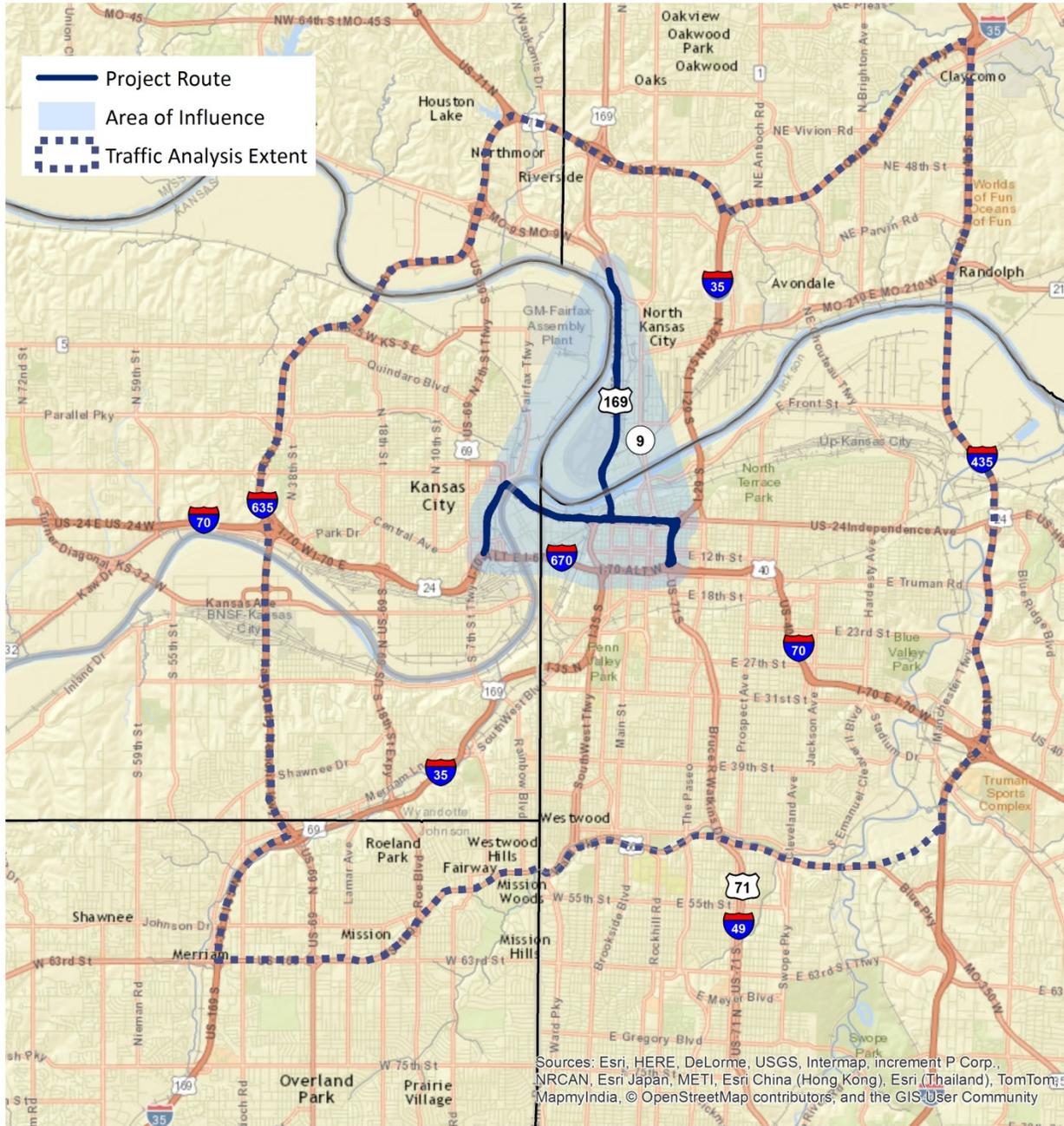


Figure 1

4.1.1. Outreach and Engagement

This task will focus on developing a proactive process with innovative ways to identify and engage the affected public and resource agencies, provide a wide variety of opportunities for interested parties to become involved, and create a meaningful process that is transparent and ensures effective communication. The plan should align with strategies and goals of MARC's Public Participation Plan (<http://www.marc.org/Transportation/Plans-Studies/Transportation-Plans-and-Studies/Public-Participation-Plan>). Consultant team will track issues raised by the public and incorporate questions, concerns, issues and responses into ongoing communications when and where appropriate. Consultant will provide support to MARC public improvement staff as required.

Deliverables: Public participation, outreach and engagement plan.

4.1.2. Traffic Modeling and Analysis

The traffic modeling and analysis task involves developing a robust set of modeling tools to evaluate, understand and quantify the traffic impacts of the alternatives developed through the PEL process. Study sponsors envision a two-step modeling process using Dynamic Traffic Assignment Models (DTA) to assess the travel impacts at a regional level (approximately the traffic analysis extent in Figure 1) and traffic microsimulation models to evaluate the operational impacts at the study area level (approximately the area of influence in Figure 1).

The traffic analysis will be used to support the evaluation of alternatives and for any subsequent analyses; in addition it will be used to support public outreach efforts and other stakeholder engagements.

MARC currently maintains a regional travel demand model, implemented using EMME transportation modeling software. This model will be used to extract the necessary network and demand inputs for DTA modeling.

The primary goal of DTA modeling is to have a preliminary evaluation of the alternatives being considered and quantify the traffic impacts. A secondary goal is to provide estimated traffic demand data/volumes for operational planning and analysis. The DTA models are required to use the most current version of DYNAMIQ DTA modeling software.

In order to provide detailed traffic operations analysis, traffic microsimulation models are needed for the existing condition and evaluating reasonable alternatives. The traffic microsimulation models are required to use the most current version of PTV Vissim software to conduct the operational level traffic

analysis of freeway segments, merge/diverge segments and major local streets that are relevant to the scope of the study.

The DTA and the microsimulation models should be able to assess the impact and diversions for the existing year (2015), future (2040) no-build, build and any additional conditions as determined.

Deliverables: Memorandum and documentation for all proposed tasks and subtasks, including all model development files and completely calibrated and validated base and any interim, future year Dynamic Traffic Assignment (DTA) models and traffic microsimulation models.

4.1.3. Data Collection and Analysis

The consultant shall identify data collection needs to support all aspects of the study, specifically data needed to appropriately calibrate and validate both the DTA and microsimulation models. The consultant shall develop a data collection plan identifying the best data sources and also assess the quality and validity of the data.

Deliverables: Memorandum illustrating data needs and a data collection plan.

4.1.4. Statement of Purpose and Need

The consultants shall coordinate and engage with resource agencies and the study sponsors, through scoping meeting(s) and public involvement, in developing a purpose and need statement. The purpose and need statement will be based on the policy framework of *Transportation Outlook 2040* and will form the basis for determining the need for transportation improvements, defining goals and objectives of the study and aid in developing a framework for screening and evaluating alternatives.

Deliverables: An outline of the development process and the final purpose and need document.

4.1.5. Evaluation Criteria

This task will include development of evaluation criteria based on the purpose and need statement. The task shall also include developing a framework and procedures of identifying feasible alternatives to be used in subsequent NEPA documents. At a minimum, evaluation criteria for this study will incorporate MARC's Natural Resources Inventory and resource agency data and inventories, outputs of travel models developed in task 4.1.2, factors related to the policy framework of *Transportation Outlook 2040* and other factors.

Deliverables: Document with alternatives screening and evaluation criteria.

4.1.6. Initial Alternatives

The Consultants shall develop a set of initial alternatives based on the purpose and need, while incorporating technical analysis and input from the public, resource agencies and other stakeholders. MARC's *Congestion Management Toolbox* will be used as a reference for initial alternatives for this study; however, other alternatives may also be developed and considered.

Deliverables: An initial set of alternatives that can be carried forward through screening and evaluation process.

4.1.7. Evaluation, Screening and Refinement of Reasonable Alternatives

This task shall include working directly with the public partners for screening and evaluation of alternatives based on the evaluation criteria and framework developed in the earlier tasks. The outcome of this task shall be a set of reasonable alternatives and strategies with planning-level project scopes and cost estimates developed in sufficient detail to be carried forward into future NEPA analysis.

Deliverables: A reasonable set of alternatives and strategies that can be carried forward to a future NEPA process.

4.1.8. Documentation of PEL Study

This task involves preparing and compiling reports and documenting the entire study process into a final study document; the contents shall include, but not be limited to the following: overview, description of methodology utilized throughout the study process, description of all coordination activities, purpose and need, identification and screening of alternatives, and resource consideration.

Deliverables: A final PEL study document.

NEPA Documentation Plan

This task involves developing sections of independent utility towards development of a strategic plan to carry forward the strategies and reasonable alternatives developed through the PEL process into a future NEPA analysis. It will also include planning-level analysis and recommendations for potential funding and financing strategies for future improvements in the study area.

Deliverables: A strategic plan describing transition to future NEPA analysis.

5. Proposal Evaluation Criteria

MARC will evaluate firms interested in performing the work based on information contained in their response to the RFP received by the specified due date. Total of points in evaluation will be 100 points. Interested firms will be evaluated according to the following considerations:

5.1 Project Concept and Understanding: Understanding the nature of the study and scope of work involved. (30 points)

- a. Understanding of and approach to the required scope of work.
- b. Description of the work plan to achieve the study goals and schedule, organization and clarity of the proposal.
- c. Approach to the PEL process and document.
- d. Approach to travel modeling and traffic analysis
- e. Approach to stakeholder engagement and public involvement.

5.2 General Experience of Planning Study Firm(s) and Qualifications of Personnel Assigned: Experience on similar and related types of work and specialized experience and technical competence of the key staff relative to the task requirement and the scope of work outlined. (30 points)

- a. Successful completion of PEL or similar studies.
- b. Proven record of successful implementation or completion of prior studies
- c. Demonstrated ability to conceive innovative solutions.
- d. Experience with the environmental planning process.
- e. Experience with complex stakeholder engagement and public involvement processes.
- f. Firm's organizational structure and flexibility
- g. Subconsultant's and DBEs participation and capabilities.
- h. Utilization of a diverse workforce.
- i. Qualifications and ability of key personnel assigned to study.

5.3 General Experience of Traffic Modeling Firm(s) and Qualifications of Personnel Assigned: Experience of firms on similar and related types of work and specialized experience and technical competence of the key staff relative to the task requirements and the scope of work outlined. (30 points)

- a. Experience in developing and applying travel models; specifically Dynamic Traffic Assignment (DTA) and traffic microsimulation models.
- b. Experience with traffic modeling in a fully developed downtown area
- c. Experience in EMME transportation modeling software
- d. Demonstrated ability to conceive innovative solutions.
- e. Experience with complex stakeholder engagement and public involvement processes.
- f. Firm's organizational structure and flexibility.

- g. Subconsultant’s and DBEs participation and capabilities.
- h. Utilization of a diverse workforce.
- i. Qualifications and ability of key personnel assigned to study. Experience on similar studies.

5.4 Past Performance: Demonstrated successful past performance of the project manager/team and satisfactory accomplishment of contract responsibility. (10 points)

- a. Previous work experience with the project sponsors (MARC, KCMO, MoDOT), if applicable.
- b. Familiarity and ability to comply with the monitoring procedures and contract requirements.
- c. Quality of final work products.
- d. Ability to control cost and meet work schedules.
- e. Demonstrated cost savings or value engineering on similar major projects.
- f. Responsiveness to client input.

6. Selection Process

The evaluation of proposals based on the criteria listed above will be used to arrive at a short list of a minimum of three (3) firms in accordance with MARC’s consultant selection process. The short-listed firms will then be required to participate in an interview with a MARC selection committee. The interview format will be the following – opening comments by consultant, consultant responds to questions from selection committee and closing comments from consultant. At the conclusion of all interviews, the selection committee will select one firm with which to begin negotiating a contract. Negotiations will include selection of any sub-consultants required based on the final scope of services.

The project timeline will allow for 45 calendar days for negotiation of the consultant agreement. If an agreement cannot be reached within that time frame then MARC may end negotiations and begin negotiations with the next ranked team. Negotiation is considered underway when MARC notifies the consultant of their selection and requests the cost proposal.

Proposed Schedule

Solicitation	February 26, 2016
Pre-Proposal Workshop	February 29, 2016 (Additional Information Below)
Responses due	March 18, 2016
Notification of Selection for Interview	March 29, 2016
Interviews (Actual date based on availability)	April 15-18, 2016
Notification of Selection	April 19, 2016
MARC Authority to Negotiate	April 26, 2016

Contract Negotiations	April/May 2016
Notice to Proceed	May/June2016
Draft / Final PEL	August /November 2017

Pre-Proposal Workshop (Non-Mandatory): Monday, February 29th, 3:00 p.m. CST (MARC Offices). Alternatively, interested parties may access the meeting as follows:

URL: gotomeet.me/MARC100C

Phone: 1 (312) 757-3111

Phone Access code: 753-585-237

Audio pin: Will be given to you when you connect to GoToMeeting. This identifies your phone with your GoToMeeting name.

More information available online: www.marc.org/pelstudy

7. Appendix

Key partners, resource agencies, stakeholders and interested groups:

- MARC (lead)
- City of Kansas City, Missouri (partner)
- KDOT (partner)
- MoDOT (partner)
- Unified Government (partner)
- EPA (resource)
- FAA (resource)
- FHWA (resource)
- US Army Corps of Engineers (resource)
- KDHE (resource)
- MDNR (resource)
- MDNR-SHPO (resource)
- MO Department of Conservation
- US Fish and Wildlife
- US Coast Guard
- State of Missouri Emergency Management Agency
- Clay County, Missouri
- Jackson County, Missouri

- Platte County, Missouri
- BikeWalkKC
- Downtown Council
- Downtown Neighborhood Association
- GM Fairfax
- Greater Kansas City Chamber of Commerce
- KC EDC
- KCATA
- KCK Chamber of Commerce
- KC Scout
- Kansas City Streetcar Authority
- Kansas City Terminal Railroad
- Northland Regional Chamber of Commerce
- PortKC
- Columbus Park Community Council
- Fairfax Industrial Association
- Historic West Bottoms Association
- River Market Community Association
- Strawberry Hill Neighborhood Association
- Westside Neighborhood Association
- Wyandotte Area Economic Development Corporation
- Tribes with interest in the project area
- Others as needed

Prior planning work:

- Future of I-70 Study: <http://www.modot.org/kansascity/metroi70/index.html>
- Greater Downtown area Plan: <https://data.kcmo.org/Area-Plans/Greater-Downtown-Area-Plan/e9ss-ttb9>
- KC Regional Freight Outlook: http://marc.org/Transportation/Plans-Studies/Transportation-Plans-and-Studies/Special-studies-and-projects/special-studies-pdfs/freightoutlook/KCRFO_FreightInfrastructureInvestPlan.aspx
- Lewis & Clark Viaduct Study: <http://www.ksdot.org/subsites/lewis-and-clark/LCViaductI70/index.html>
- Natural Resource Inventory: <http://www.marc.org/Environment/Natural-Resources/Natural-Resources-Inventory/Natural-Resource-Inventory>
- Northrail Transit Study: <http://northrailkc.com>

- Regional Bikeway Plan: <http://marc.org/Transportation/Plans-Studies/Transportation-Plans-and-Studies/Special-studies-and-projects/Kansas-City-Regional-Bikeway-Plan>
- Transportation Outlook 2040: <http://www.to2040.org/>
- City-Wide Master Plan (UG of Wyandotte Co/KCK):
https://www.wycokck.org/InternetDept.aspx?id=7822&menu_id=1032&banner=15284
- Downtown Master Plan (under Area Plans tab) (UG of Wyandotte Co/KCK):
https://www.wycokck.org/InternetDept.aspx?id=18908&menu_id=1032&banner=15284
- Sidewalk and Trail Master Plan (under Community Plans tab) (UG of Wyandotte Co/KCK):
https://www.wycokck.org/InternetDept.aspx?id=18918&menu_id=1032&banner=15284
- Urban Land Institute – Kansas City: North Loop Technical Assistance Panel (TAP):
<http://kansascity.uli.org/get-involved/uli-action/>
- North Loop Technical Assistance Panel (TAP) news coverage: <http://kansascity.uli.org/news/kansas-city-business-journal-northloop-technical-assistance-panel/>

Available analytic tools and data:

- MARC Regional Travel Demand Model in EMME
- MARC Natural Resource Inventory: <http://www.marc.org/Environment/Natural-Resources/Natural-Resources-Inventory/Natural-Resource-Inventory>
- MARC Envision Tomorrow
- KCMO Downtown Loop Traffic Microsimulation Model
- MoDOT Dynamic Traffic Assignment (DTA) Model developed for the I-70 2nd Tier EIS
- MoDOT bridge and pavement data
- MoDOT crash data
- MoDOT as-builts and RoW data
- FHWA PEL Program: <http://www.environment.fhwa.dot.gov/integ/index.asp>
- KDOT Lewis & Clark data
- Broadway Bridge Inspection Reports
- Lewis and Clark Viaduct (As builts and preliminary / concept construction plans)
- Congestion Management Toolbox: http://www.marc.org/Transportation/Plans-Studies/Transportation-Plans-and-Studies/Congestion-Management-Process/CPM-pdfs/CMT-Update_Toolbox_Dec2013.aspx
- US FWS IPaC
- MDC Natural Heritage Inventory