

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2021-04 Truck Parking Plan

This document constitutes a Request for Proposals for a Professional Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

I. PROJECT DESCRIPTION

This statewide contract is to provide necessary Truck Parking Assessment and Action Plan.

II. PROJECT INFORMATION

Project Manager - Jeremy Edgeworth
User Division - Planning
Approximate Fee - \$400,000 Planning Study (Lump Sum)
Project Funding - Federal Funds (SPR Funds)
Contract Term - Two Years

III. PURPOSE AND NEED

With the implementation of Jason's Law on July 6, 2012, each state was required to evaluate parking, commercial motor vehicle traffic volumes, and derive a system of metrics to measure truck parking availability in each state. These assessments have been conducted by the Federal Highway Administration in 2014 and most recently in 2018.

In 2018, the US Department of Transportation (USDOT) and Federal Motor Carriers Safety Administration (FMCSA) entered into a full compliance phase of the mandated Hours of Service (HOS) regulations for commercial vehicle operations. Commercial truck drivers may only drive for 11 total hours, and once that limit is reached, drivers are required to be off duty for 10 consecutive hours. Failure to abide by these regulations can result in fines or penalties for drivers. As such, when drivers are near the regulated service limit, they can be challenged to find a safe truck parking location. In response, drivers will often park on the shoulder of a road, along interchange exit/entrance ramps, along a residential street close to their delivery/pick up location, or in a vacant lot. This creates a safety issue not only for the truck drivers, but for passing motorists and the surrounding community.

Inadequate truck parking results in trucks parked in unsafe locations and drivers operating beyond their allowable hours-of-service, which are safety concerns for them and the general public. To assess the areas of current truck parking demand, complete an analysis of the adequacy of truck parking in the state of Kentucky by evaluating statewide truck parking supply, demand, gaps and needs on interstates and parkways. Based on the statewide assessment and analysis the plan

shall provide low cost public truck parking opportunities that could better serve freight transportation truck parking information and needs in Kentucky.

IV. DBE REQUIREMENT

The Consultant team shall include a DBE Participation Plan with their Response to Announcement to help the Department meet the 11.95% DBE goal established by FHWA. The plan needs to demonstrate how DBE companies will be mentored or used to assist in the area(s) pertaining to this contract. An additional page will be allowed in the Project Approach (Page 7) to demonstrate this plan. A maximum of 5 points will be considered in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

The Consultant shall:

- 1) Create a comprehensive statewide inventory of existing public and commercial truck parking facilities and number of spaces;
- 2) Assess demand of truck parking in designated and undesignated spaces throughout the state;
- 3) Assess demand and utilization of public and commercial truck parking locations on Kentucky Interstates and Parkways;
- 4) Assess current and future adequacy of truck parking locations in Kentucky;
- 5) Identify imbalances between truck parking inventory and demand;
- 6) Assess all public roadside facilities for potential to address truck parking demand; currently or through proposed expansions\upgrades with provided preliminary designs, capacity, and costs;
- 7) Assess all underutilized or closed public roadside facilities for potential to address truck parking demand; through proposed construction/upgrades to achieve basic truck parking services with provided preliminary designs, capacity, and costs;
- 8) Provide innovative solutions to use excess right of way to address truck parking demand; through proposed construction\upgrades to achieve basic truck parking services with provided preliminary designs, capacity, and costs;
- 9) Assess current Truck Parking IMS deployment in Kentucky for opportunities for expansion to address truck parking demand;
- 10) Identify other types of truck parking solutions and technology enhancements that could improve truck parking information and utilization in Kentucky so that truck drivers know in advance where the available parking spaces are on an as needed basis;
- 11) Develop truck parking action plan with prioritized list of low cost solutions that also identifies what solutions will provide the greatest impact on traffic safety and freight mobility (Benefit Cost Analysis); and identifies opportunities, costs and possible funding sources for increasing truck parking capacity at public facilities;
- 12) Utilizing truck parking demand data, identify truck parking “desert” locations that may be suitable for private development or other public private partnership opportunities;
- 13) Involve stakeholders (truck drivers, trucking companies, trucking associations, truck stop operators, etc.) throughout the development of the truck parking assessment and action plan.

The selected Consultant will be responsible for an action plan to provide an assessment of public facility truck parking demand and utilization, which may include but not be limited to:

- Statewide inventory of existing public and private truck parking locations;

- Statewide truck parking demand analysis and shortage identification;
- Assessment of all public roadside facilities current utilization and ability to address truck parking demand; assess feasibility of each for expansion/upgrades with preliminary designs, capacity, and cost.
- Assessment of all underutilized or closed public roadside facilities ability to address truck parking demand; assess feasibility of each for construction/upgrades with preliminary designs, capacity, and cost.
- Assessment of excess public right of way for opportunities to utilize innovative solutions to address truck parking demand; identify priority areas, preliminary site layouts, capacity, costs.
- Assessment of Truck Parking IMS, GPS, and other technology solutions ability to address truck parking demand especially if demand imbalances exist.
- Development of truck parking action plan assessing the best ways to optimize public sector assets for truck parking focusing on:
 - Quickness to implement
 - Impact of solution
 - Return on investment

VI. SPECIAL INSTRUCTIONS

The Department may retain any of the advertised services to be performed by in-house state forces.

Instructions for Response to Announcement can be found at:

<https://transportation.ky.gov/ProfessionalServices/Pages/Respond-to-an-Announcement.aspx>

VII. AVAILABLE STUDIES

[2019 Kentucky Truck Parking Assessment](#)

[2015 Commercial Truck Parking Report](#)

VIII. INTERVIEW

All short-listed proposers will participate in an oral interview. Each Proposer will be allowed no more than 30 minutes for a presentation followed by a question and answer session, which should last no longer than an additional 30 minutes. No additional material shall be presented other than information from the formal response, although a two-sided 11" x 17" sheet shall be permitted for reference by the Selection Committee.

KYTC will ask the Proposers specific questions relative to their proposal. Follow-up questions from KYTC will be permitted. The oral interview will not be scored separately. The interview is used solely for KYTC to seek clarification of the Proposer's proposal rather than to fill in missing or incomplete information in the written proposal. Proposers will not be permitted to ask questions of KYTC.

Each Proposer shall be required to bring the Consultant's Project Manager and may be permitted up to four additional team members to attend the oral interview. Members of the KYTC's Selection

Committee will attend each oral interview. Additional subject matter experts and Professional Services staff may also attend the interviews. Elected officials will not be permitted to attend. KYTC will terminate the interview promptly at the end of the allocated time.

KYTC may videotape to document the oral interviews. These recordings are not intended for public use except for the selected Vendor team, which shall be shared with the Department's project team. All other interviews will be returned to the responding firms but not dispersed by the Department. All interviews are anticipated to be held via videoconference.

IX. PREQUALIFICATION REQUIREMENTS

To respond to this project, the Consultant must be prequalified in the following areas by the response due date of this advertisement.

TRANSPORTATION PLANNING

- Conceptual Transportation Planning
- Traffic Data Collection
- Travel Demand and Simulation Modeling
- Traffic Forecasting

X. PROCUREMENT SCHEDULE

Dates other than Response Date are tentative and provided for information only.

- Advertisement Date: October 13, 2020
- Response Date: November 4, 2020 by 4:30 PM ET (Frankfort Time)
- First Selection Meeting: November 9, 2020
- Short-List Meeting: November 16, 2020
- **Consultant Interviews**: November 24, 2020
- Final Selection: November 24, 2020
- Pre-Design Conference: November 30, 2020
- Fee Proposal Due: December 11, 2020
- Contract Negotiations: December 23, 2020
- Notice to Proceed: January 13, 2020

XI. PROJECT SCHEDULE

- Complete Data Collection – May 2021
- Complete Forecasting and Data Analysis – August 2021
- Data Presentation and Draft Strategic Recommendations – November 2021
- Final Revised Strategic Recommendations – February 2022
- Draft Report – March 2022
- Final Report – May 2022

XII. EVALUATION FACTORS

Consultants will be evaluated by the selection committee based on the following, weighted factors:

1. Demonstrated qualifications, experience, and past record of proposed consultant

personnel on projects of similar type and complexity. (30 points)

2. Project approach and proposed procedures to accomplish the tasks for the project including innovative solutions. (15 Points)
3. Described approach and methodology for quantifying and assessing truck parking demand and truck parking utilization in Kentucky. (15 points)
4. Relative experience of project manager leading an effort of this type and magnitude. (10 points)
5. Available team workload capacity to comply with project schedule. (10 Points)
6. Organizational structure of team and approach to managing the development of the project. Clearly state the role of each core team member. (10 points)
7. Outlined approach to gather stakeholder input on truck parking needs, issues, preferences, and discuss strategies, findings and recommendations. (5 points)
8. DBE Participation Plan (5 Points)

XIII. SELECTION COMMITTEE MEMBERS

1. Jeremy Edgeworth, User Division
2. Mikael Pelfrey, P.E., User Division
3. Larry Krueger, P.E., Secretary's Pool
4. Erika Drury, P.E., Secretary's Pool
5. John Greenwell, P.E., Governor's Pool