

REQUEST FOR PROPOSAL

PROFESSIONAL ENGINEERING

Transportation Planning Study of US 42 between KY 841 and Rose Island Road

(KYTC Highway Plan Item No. 5-0214.00, Federal Project No. 3001-258, KIPDA ID No.2909)

This document constitutes a Request for Proposals for Professional Engineering Services from qualified firms to furnish those services described herein:

1. PROJECT DESCRIPTION

Planning study to identify potential improvements on US 42 between the Gene Snyder Freeway and KY 3222 (Rose Island Road).

2. PROJECT INFORMATION

County - Jefferson

Project Manager, City of Prospect - Herb Shulhafer

KYTC District 5 Administrative Liaison – Larry Chaney

Approximate Fee - \$300,000

Project Funding - FHWA, KYTC and the City of Prospect

Project Length - Approximately 2.3 miles

3. PURPOSE AND NEED

US 42 is classified as a major urban arterial highway, and is the main transportation corridor through the City of Prospect, KY. This segment of US 42 experienced over 400 accidents in the period between 1/01/2016 and 12/31/2020, with over 90 injuries and one fatality. There are narrow shoulders throughout most of the study area, with older guardrail installations in many areas. Access is by permit and there are both commercial and residential entrances along the route. Bicycle and pedestrian accommodation is generally lacking in the corridor.

The purpose of this project is to provide an in-depth transportation planning study of the US 42 corridor between KY 841 and KY 3222 (Rose Island Road) to identify potential improvements to safety, congestion and traffic flow, all while considering aesthetics and long-term effectiveness. This project should also examine the need for turn lanes, evaluate any intersection issues, and consider pedestrian/bicycle facilities in order to provide connectivity along the corridor.

4. SCOPE OF WORK

The Project will consist of a transportation planning study to identify improvements along US 42 from the Gene Snyder Freeway (currently KY 841) to KY 3222 (Rose Island Road). The study will include an initial data collection phase that will compile information relative to surface transportation infrastructure within the project area. Subsequent phases (other parts of this Study) will identify needs and deficiencies, develop potential and innovative solutions, analyze their impacts, estimate their costs, and prioritize their implementation. Public involvement components of the study will assist in the determination of needs and in the prioritization of improvements. The overall scope for the planning study may include (but not be necessarily limited to)

consideration of improvements such as: turning lanes; conventional and alternative intersection designs; traffic control devices; guardrail and other safety devices; sidewalks, multi-use paths, cross-walks and pedestrian activated signal indicators; lighting for highway and pedestrian facilities; 'amenity zones' along the segment; corridor identity markers and branding; access management features and other pedestrian safety features. An Environmental Screening will be included as a part of the study and as appropriate to proposed improvements. It is also expected that the selected consultant will aid in performing external agency coordination, including but not limited to the KYTC, business and neighborhood associations, as well as the affected utility agencies.

The selected Consultant will be required to provide engineering services for the completion of a planning-level study of the corridor, which will include but not necessarily be limited to the following tasks:

- Draft purpose and need statement and identify project goals
- Collect, summarize and verify existing data to create an inventory of roadway items, deficiencies, and possible constraints
- Gather and analyze crash data (incorporating HSM methodologies) and origin-destination data
- Provide data on both existing and forecasted traffic
- Conduct public and stakeholder outreach and involvement activities, including use of innovative techniques to capture meaningful input from commuter traffic
- Develop Public Meeting Notebook
- Develop a range of potential improvement concepts, including ITS improvements
- Evaluate impacts that improvement concepts have on adjacent roadway network
- Quantify safety, mobility, economic, and/or other benefits associated with improvements
- Provide planning-level cost estimates for all phases (D,R,U,C) and conduct planning-level benefit-cost analysis
- Prioritize proposed improvements
- Environmental and Geotechnical overviews
- Submit a summary of findings in a Final Report

The consultant shall be responsible as lead agency for all activities related to this project. **No work can begin on the project until the City of Prospect provides a written notice to proceed (NTP).**

This project, or segments or elements of the project, may be advanced to Preliminary Engineering by Contract Modification, at the discretion of the City, with approval from KYTC and dependent on funding availability. The City reserves the right to advance the entire project to Preliminary Engineering or to break it into sections. The City also reserves the right to advertise the entire project or parts thereof for Preliminary Engineering.

6. DBE(Disadvantaged Business Enterprize) 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 to demonstrate this plan. A maximum of 4 points will be considered in the Evaluation Factors for the DBE Participation Plan.

5. ENVIRONMENTAL

An environmental overview must be included as a part of the study and as appropriate to proposed improvements. The overview will be subject to KYTC review and approval.

6. PROPOSAL CONTENT AND SUBMITTAL

Fees are not to be included in the response to the RFP. Questions concerning content or format of proposals should be directed to Mr. Herb Shulhafer by e-mail at johnakaherb@gmail.com

Proposing firms will submit seven (7) copies of their proposal. Proposals should be delivered before 4:00 PM EDT on August 19,2021

**Mayor John Evans
Prospect City Hall
9200 US Highway 42
Prospect, Ky. 40059**

A page shall be 8 ½" x 11", printed on one side only, single spaced. A single 11" x 17" page will be allowed for the organization chart and up to two 11" x 17" pages will be allowed for Project Understanding and Approach. The 11" x 17" paper, if any, shall be folded to 8 ½" x 11" and will be counted as one sheet. Font shall be at least 11 point. Margins shall be at least 1" all around. The use of color for text and graphics is allowed. The use of section dividers is encouraged and dividers will not count towards the maximum number of pages unless they contain project information. The following table lists the maximum number of pages that may be used in the RFP. Content should be organized by parts as indicated.

CONTENT	MAXIMUM PAGES
Cover Letter	1
Experience	2
Organizational Chart with Key Project Personnel Listed	2
Project Understanding and Approach	6
Reference projects (three projects maximum one page per project)	3
Resumes of Project Manager and Key Personnel	6
DBE Project Plan	1

7. INTERVIEW

The selection committee will short-list three (3) proposers who will submit a

responsive proposal to participate in an oral interview. All responding firms should be prepared to make a short presentation and respond to questions. Each firm shall be required to bring the consultant's Project Manager and up to four other individuals to the interview.

The oral interview will last no more than 75 minutes. Each proposer will be limited to a 45 minute presentation, followed by question and answer session which should last no longer than 30 minutes. The presentation shall not be used to fill in missing or incomplete information provided in the written proposal.

The interviews will take place in Prospect City Hall at 9200 US Highway 42, Prospect, KY 40059. Persons with a disability may request a reasonable accommodation such as a sign language interpreter. Request for accommodations shall be made one week in advance of the meeting, to allow time to arrange the accommodation. The City may audio tape, videotape and/or use a court reporter to document the oral interviews.

Proposers will be asked specific questions relative to their proposal as well as follow-up questions. The oral interview will not be scored separately, but rather is intended solely to seek clarification of the proposer's proposal. Proposers will not be permitted to ask questions of the selection committee.

Members of the Selection Committee will attend each oral interview. Additional subject matter experts, FHWA staff and KYTC Liaisons may also attend the interviews. The City will terminate the interview promptly at the end of the allocated time.

8. PREQUALIFICATION REQUIREMENTS

To respond to this project, members of the consultant project team must be prequalified with the Kentucky Transportation Cabinet in the following areas by the response due date of this advertisement:

Transportation Planning

- Advanced Transportation Planning Engineering
- Conceptual Transportation Planning
- Pedestrian and Bicycle Facility Planning and Design
- Traffic Data Collection
- Traffic Forecasting
- Transportation Planning Engineering
- Travel Demand and Simulation Modeling

Roadway Design

- Advanced Traffic Engineering Design and Modeling
- Rural Roadway Design
- Urban Roadway Design

Traffic Engineering

- Electrical Engineering Roadway Lighting
- Electrical Engineering Traffic Signals
- Traffic Engineering

Intelligent Transportation Systems

- System Design, Deployment and Integration

Geotechnical Services

- Geotechnical Engineering

Environmental and UST Services

- UST and Hazmat Preliminary Site Assessment (Phase 1)

Environmental Aquatic Terrestrial Ecosystem Analysis

- Botany
- Fisheries
- Freshwater Macroinvertebrates
- Terrestrial Zoology
- Water Quality
- Wetlands
- System Design, Deployment and Integration
- System Design, Deployment and Integration

Environmental Archeology and Other Services

- Air Quality Analysis
- Cultural-Historic Analysis
- EIS Writing & Coordination
- Highway Noise Analysis
- Historic Archaeology
- Prehistoric Archaeology
- Socio-Economic Analysis
- Stream and Wetland Mitigation

9. PROCUREMENT SCHEDULE

Advertisement Posted – July 29, 2021
Response Date – August 19, 2021- 4:00 PM EDT
First Selection Meeting- August 26, 2021
Second Selection Meeting – September 2, 2021
Consultant Interviews – September 9, 2021
Final Selection Meeting – September 16, 2021
Project Scoping Meeting – September 23, 2021
Fee Proposal due- September 30, 2021
Contract Negotiations – October 14, 2021
Notice to Proceed – October 28, 2021

10. PROJECT MILESTONES/TASKS AND COMPLETION DATES

- Existing Conditions Meeting – November 2021
1st Local Elected Officials/Stakeholders/Public Meeting(s)- December 2021
- Improvement Concepts Meeting- February 2022
- 2nd Local Elected Officials/Stakeholders/Public Meeting(s)- March 2022
- Needs Analysis, Improvement Selection, Estimating – June 2022
- Improvement Prioritization and Preparation of Final Report- July 2022

11. EVALUATION FACTORS

- a. Project approach and proposed procedures to accomplish the services for this project on schedule, approach needs to demonstrate strong understanding of the project. **(25 points)**
- b. Relative experience of consultant personnel assigned to the project team with highway projects of a similar nature for KYTC, and /or other federal, local or state

- governments transportation agencies. **(15 points)**
- c. Past Record of performance on projects of similar type and complexity. **(15 points)**
 - d. Capacity and availability of team members over the life of the contract. **(10 points)**
 - e. Organizational structure of team and approach of team to managing the development of the project. **(15 points)**
 - f. DBE participation plan **(4 points)**
 - g. Consultant's office where work is to be performed **(6 points)**
 - h. Knowledge of the locality and familiarity of the general geographic area and familiar with the Community needs **(10 points)**

12. SELECTION COMMITTEE

- John Evans - City of Prospect, KY
- Herb Shulhafer - City of Prospect, KY
- Greg Huelsman - City of Prospect, KY
- Al Binsfield - City of Prospect, KY
- Amanda Spencer - KIPDA or Sarah O'Dell - City of Prospect, KY
- Larry Chaney – KYTC (Advisory Only)

INAPPROPRIATE CONTACTS: After the advertisement for the project is released, prime consultant and sub-consultant firms and their agents are prohibited from discussing the project with any selection committee members. If inappropriate contact with a committee member is made, the prime consultant's response for the project may be returned and not considered by the selection committee. Depending on the severity of the occurrence, inappropriate contact could result in a loss of KYTC pre-qualifications for a period of time. The loss of pre-qualifications would prohibit the firm from submitting on future projects, and may also cause forfeiture of work on existing contracts.