



## **REQUEST FOR QUALIFICATIONS (RFQ) TRANSPORTATION DIVISION DATABASE/SERVER**

The Kentuckiana Regional Planning and Development Agency (KIPDA), the designated Metropolitan Planning Organization for the Louisville-Jefferson County, KY/IN Metropolitan Planning Area, seeks qualified firms to provide the following:

- Creation of a Microsoft SQL database system to replace KIPDA's current Transportation Projects Access Database (details on the current database are attached);
- Recommendations for a new server (new hardware or store in the cloud like Amazon, Microsoft, Google, etc.);
- Configuration of selected server, which must connect the new database to KIPDA's existing ArcGIS Enterprise software;
- Development of website component to display non-confidential database information (program and project) to the public (such as: <http://tip.crtpo.org/>);
- Development of a detailed user guide (and staff training, if needed) for new database and website; and
- Recommendations on future requirements and opportunities for KIPDA staff to continue to expand its online presence (e.g., online project submissions).

The project may be completed in phases with the database as a priority. The estimated project budget is \$50,000.

Responding firms/teams:

- may include subconsultants;
- must be proficient in ESRI Software and SQL;
- must have experience with location-based data; and
- would benefit from a basic understanding of transportation planning and project development.

### **SELECTION**

The firm/team will be selected in a two-step process. First, all responses will be scored by the selection committee using the following criteria:

- 30 Points - Project Approach
- 20 Points - Similar Projects Completed by Proposed Team Members
- 15 Points - Project Team Qualifications/Experience
- 10 Points - Project Manager Qualifications/Experience
- 10 Points – Schedule
- 10 Points – Team Capacity
- 5 Points - DBE Participation

The selection committee may elect to conduct interviews with qualified firms, based on score. Interviews will be conducted and recorded via zoom.

Interviews (demonstrated knowledge and abilities) will be scored by the selection committee (20 Available Points), and a final score will be calculated as follows:

- 100 Points – Initial Score
- 20 Points – Interview Score

The highest scoring firm/team will be contacted, a meeting will be established (via zoom) and KIPDA staff will negotiate cost. If staff is unable to negotiate a satisfactory cost arrangement, the second highest scoring firm/team will be invited to negotiate. The negotiation meeting will be recorded via zoom.

### **SCHEDULE**

- |                                     |                                    |
|-------------------------------------|------------------------------------|
| • Request for Qualifications Issued | February 12, 2021                  |
| • Deadline for Questions            | February 19, 2021                  |
| • Responses Due to KIPDA            | March 5, 2021 by 12:00 p.m.        |
| • Firm/Team Selection (Initial)     | March 12, 2021                     |
| • Firm/Team Interviews (via Zoom)   | March 18-19, 2021 (save the dates) |
| • Firm/Team Selection (Final)       | March 19, 2021                     |
| • Negotiation Meeting (via Zoom)    | March 22-26, 2021                  |
| • Final Scope and Budget Due        | April 2, 2021                      |
| • Negotiation                       | April 5-9, 2021                    |
| • Board Approval                    | April 22, 2021                     |
| • Notice to Proceed                 | April 29, 2021                     |

### **SELECTION COMMITTEE**

Responses (and interviews, if conducted) will be scored/ranked by the following KIPDA Staff members:

- KIPDA Director of Transportation
- KIPDA Director of IT
- KIPDA Transportation Planner
- KIPDA Transportation Planner
- KIPDA GIS Supervisor

### **RESPONSE REQUIREMENTS**

Each response must include and adhere to the following:

- Cover letter addressed to Jarrett Haley, Executive Director, KIPDA
- Contact information for all firms
- **Project Approach** (not to exceed 6 pages) - Narrative explanation of the understanding of and approach to the project broken down by major task.
- **Schedule** (not to exceed 2 pages) - proposed schedule
- **Qualifications** (not to exceed 6 pages) - Names, Experience/Qualifications and Role of project manager and all team members must be clearly defined, including specifics about any sub-consultants

- **Similar Projects** (not to exceed 6 pages)- Summary of firm/team's recent experience in similar projects, must include references and contact info for all projects cited
- **Capacity/Commitment** (not to exceed 2 pages) - Available capacity in calendar year 2021 of all team members/List of existing commitments. The estimated share of work each team member will perform should also be identified.
- **DBE** (not to exceed 1 page) - DBE participation is encouraged, not required. The absence of a sheet will result in 0 points, but, will not eliminate respondent from consideration.)
- Submission must clearly identify division of labor (percentage by major task) between prime and sub.
- Submittals should not exceed 30 pages maximum length, not including front and back cover. Submitted responses that exceed the maximum, are incomplete, or are submitted after the deadline will be eliminated from consideration by the selection committee.

### **SUBMITTAL INSTRUCTIONS/ADDITIONAL INFORMATION**

- Responses are to be submitted electronically in Adobe Acrobat ".pdf" format to: [kipda.trans@kipda.org](mailto:kipda.trans@kipda.org)
- The responses must be received at the above-listed e-mail address **no later than 12:00 p.m. (Eastern Daylight Time), March 5, 2021.**
- Upon the completion of the review and evaluation of all responses submitted in response to this RFQ, all responses shall become the property of KIPDA and as such shall be available for review by the public.
- All communications in specific reference to this RFQ shall be sent by email to [kipda.trans@kipda.org](mailto:kipda.trans@kipda.org), and should reference RFQ #01-TRANSDB-2021. KIPDA will not accept telephone calls for clarifications and shall only be bound by posted responses to written or e-mailed questions concerning this RFQ.
- Questions regarding the RFQ will be answered as they are received, and all question and answers will be posted on KIPDA's website at <https://www.kipda.org/about/rfps-rfqs/>.
- KIPDA reserves the right to accept or reject any or all submittals.
- KIPDA shall not reimburse any costs associated with submitting responses.
- Submitters must follow all Federal and state laws and regulations required of KIPDA by its funding agencies, which will be outlined in the agreement with the selected firm/team.
- KIPDA may request to alter the selected team's response (team or approach) as part of the negotiation and may not proceed without the selected revisions.
- KIPDA, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, 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 bidders 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 bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

## Attachment – Information on Current Database

The current Project Management Database (PMD) was created in 1999 by KIPDA staff using Microsoft Access software. The PMD provides a critical foundation for managing projects that KIPDA has included in its Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). With 13 integrated tables, the PMD has served as an essential tool for all things project related ranging from the basic project name, description, and purpose to annual programming of federal funds for over 300 active TIP projects. The PMD is one of the primary sources for creating project maps for each project in the MTP and TIP, reviewing a specific project's air quality status, jurisdictions a project may impact, project sponsor, relationship to other projects in the MTP or TIP, etc. With nearly 3000 projects, the PMD has also served as the archive as projects advance from the MTP to the TIP to completion. Every change to a project, including schedule, funding, and scope is captured in the database over time and can be reviewed by KIPDA staff in order to better understand how a project evolved from a concept to a project being used by the community.

Please see the following sheets, but note that while reviewing the current database and some of its products is important, we are hopeful that the consultant for this project will provide detailed guidance on how to develop a better KIPDA project management database as defined in the RFQ.

Pedestrian Access to Transit Facilities		KIPDA ID# 2000
<b>BASIC PROJECT INFORMATION</b>		
<b>Project Description:</b> Construction of passenger amenities, sidewalks, curb cuts and boarding area pads at locations where access to fixed route service is obstructed or inadequate. Program will prioritize high passenger activity sites, and will be developed in conjunction with Metro Louisville and/or other local government entities. Funding will also be used to provide infrastructure management. Project was awarded as a result of the 2011 Competitive Selection Process, and in keeping with objectives of the Coordinated Plan.		<b>Project Sponsor:</b> TARC <b>State ID #:</b> <b>MTP Rank:</b> <b>Group ID:</b>  <b>Child Project(s):</b>  <b>Project Type:</b> Transit <b>County/Counties:</b> Bullitt, Clark, Floyd, Jefferson, Oldham
<b>Project Purpose:</b> The Transit Authority of River City will improve access to public transportation in areas where there is a known need for transit service and where there is a concentrated population of people with disabilities and older adults using transit service. All physical improvements related to accessibility will be including in this program: building, widening and repairing sidewalks, adding shelters and benches, installing curb ramps for accessibility and removal of any other impediments to access public transportation.		
<b>Planning Document Status</b> Planning Document(s): <input type="checkbox"/> MTP <input checked="" type="checkbox"/> TIP Project Status: Complete		<b>MTP Cost in year of expenditure \$ (if applicable):</b>  <b>Estimated Open to Public Year:</b> 2013
<b>Air Quality Project Details</b> <u>Number of Travel Lanes</u> Existing: _____ Proposed Turning Bays: _____ Proposed: <input type="checkbox"/> Proposed Continuous Center Turn Lane		Air Quality Scenario: N/A AQ Analysis Status: Exempt AQ Notes: Exempt per 93.126.

## TRANSPORTATION IMPROVEMENT PROGRAM FUNDING

		<u>Funding Source</u>	<u>Federal Dollars</u>	<u>Other Dollars</u>	<u>Total Dollars</u>
<u>Project Phase</u>					
Transit Capital	2013	Sect 5317	\$248,282	\$81,656	\$329,938
		<b>Total</b>	\$248,282	\$81,656	\$329,938

**Sponsor Contact Information**

Submitted By:  Date Submitted:

University of Louisville - Campus Bikeway & Safety Improvement	KIPDA ID# 1800
BASIC PROJECT INFORMATION	

## Project Description:

Completion of the U of L Master Plan for campus biking/walking improvements along: (1) Lee Street from the CSX railroad line to Third Street (2) Third Street from Lee Street to Cardinal Blvd. (3) Cardinal Blvd. from CSX railroad line to Floyd Street (4) Floyd Street from Cardinal Blvd. to Cardinal Stadium (5) Eastern Pkwy from Floyd Street to Second Street

**Project Sponsor:** Univ. of Louisville

**State ID #:**

**MTP Rank:**

**Group ID:**

**Child Project(s):**

**Project Type:** Bike & Pedestrian

**County/Counties:** Jefferson

## Project Purpose:

Enhance pedestrian and cyclist safety while reducing vehicle congestion.

## Planning Document Status

Planning Document(s): Project Status:

<input checked="" type="checkbox"/>	MTP
<input checked="" type="checkbox"/>	TIP

Complete

**MTP Cost in year of expenditure \$ (if applicable):**

\$2,123,000

**Estimated Open to Public Year:** 2012

## Air Quality Project Details

Number of Travel Lanes

Existing:

Proposed:

Proposed Turning Bays:

☐ Proposed Continuous Center Turn Lane

Air Quality Scenario: 2012

AQ Analysis Status: Exempt

AQ Notes:

## TRANSPORTATION IMPROVEMENT PROGRAM FUNDING

		<u>Funding Source</u>	<u>Federal Dollars</u>	<u>Other Dollars</u>	<u>Total Dollars</u>
<u>Project Phase</u>					
C	2011	CMAQ	\$1,488,400	\$372,100	\$1,860,500
C	2011	CMAQ	\$8,000	\$0	\$8,000
D	2011	CMAQ	\$200,000	\$50,000	\$250,000
D	2011	CMAQ	\$2,000	\$0	\$2,000
		<b>Total</b>	\$1,698,400	\$422,100	\$2,120,500

**Sponsor Contact Information**Submitted By:  Date Submitted:



Hamburg Pike		KIPDA ID#	4
<b>BASIC PROJECT INFORMATION</b>			
<b>Project Description:</b> Reconstruct Hamburg Pike as a two-lane road from Dutch Lane to Charlestown-New Albany Pike including sight distance correction, widening road to required traffic lane widths, left turn lanes at Industrial Park and signalization improvements at Charlestown-New Albany Pike. Add 2 feet to curb lanes for bicyclists from Dutch Lane to Charlestown-New Albany Pike.		<b>Project Sponsor:</b> Jeffersonville PW <b>State ID #:</b> 9185035 <b>MTP Rank:</b> <b>Group ID:</b>  <b>Child Project(s):</b> 1669  <b>Project Type:</b> Roadway <b>County/Counties:</b> Clark	
<b>Project Purpose:</b> Hamburg Pike is a major urban arterial and the main north-south connector in the City of Jeffersonville, Indiana. The substandard crest vertical curves that exist pose a hazard to the traveling public. The left turn lanes at the Industrial Park are required due to the high truck traffic volume turning in and out of this area.			
<b>Planning Document Status</b> Planning Document(s): <input checked="" type="checkbox"/> MTP <input checked="" type="checkbox"/> TIP Project Status: Complete		<b>MTP Cost in year of expenditure \$ (if applicable):</b> \$8,800,000 <b>Estimated Open to Public Year:</b> 2012	
<b>Air Quality Project Details</b> <u>Number of Travel Lanes</u> Existing: 2 Proposed: 2 Proposed Turning Bays: 4 <input type="checkbox"/> Proposed Continuous Center Turn Lane		Air Quality Scenario: N/A AQ Analysis Status: Exempt AQ Notes:	

## TRANSPORTATION IMPROVEMENT PROGRAM FUNDING

		<u>Funding Source</u>	<u>Federal Dollars</u>	<u>Other Dollars</u>	<u>Total Dollars</u>
<u>Project Phase</u>					
ROW	2006	STP-U	\$554,000	\$138,500	\$692,500
PE	2006	STP-U	\$193,500	\$48,375	\$241,875
U	2009	STP-U	\$250,000	\$62,500	\$312,500
ROW	2009	STP-U	\$250,000	\$62,500	\$312,500
C	2010	STP-U	\$5,064,000	\$1,266,000	\$6,330,000
		<b>Total</b>	\$6,311,500	\$1,577,875	\$7,889,375

**Sponsor Contact Information**Submitted By:  Date Submitted:

Ohio River Bridges		KIPDA ID# 52
<b>BASIC PROJECT INFORMATION</b>		
<b>Project Description:</b> Construction of 2 new Ohio River bridges, 1 in the downtown (I-65) corridor and 1 in the far east (I-265) corridor.		<b>Project Sponsor:</b> INDOT <b>State ID #:</b> <b>MTP Rank:</b> <b>Group ID:</b> <b>Child Project(s):</b> 1165, 1166, 1182, 1183, 1214, 1215, 1241, 1246, 1247, 1772, 1813, 1882 <b>Project Type:</b> Interstate/Interchange <b>County/Counties:</b> Clark
<b>Project Purpose:</b> To improve cross-river mobility between Louisville and Southern Indiana. Project includes State #0201296 for availability payments, #0300799 for CTS traffic study, #1006010 and #1382655 for legal and financial services, and #1382529 for tolling oversight.		
<b>Planning Document Status</b> Planning Document(s): <input checked="" type="checkbox"/> MTP <input checked="" type="checkbox"/> TIP Project Status: Complete		<b>MTP Cost in year of expenditure \$ (if applicable):</b> \$871,700,000 <b>Estimated Open to Public Year:</b> 2018
<b>Air Quality Project Details</b> <u>Number of Travel Lanes</u> Existing: _____ Proposed: _____ Proposed Turning Bays: <input type="checkbox"/> Proposed Continuous Center Turn Lane		Air Quality Scenario: 2020 AQ Analysis Status: Non-Exempt AQ Notes:

## TRANSPORTATION IMPROVEMENT PROGRAM FUNDING

		<u>Funding Source</u>	<u>Federal Dollars</u>	<u>Other Dollars</u>	<u>Total Dollars</u>
<u>Project Phase</u>					
U	2012	STP-ST	\$20,000	\$5,000	\$25,000
PE	2012	STP-ST	\$5,752,000	\$1,438,000	\$7,190,000
ROW	2012	STP-ST	\$200,000	\$50,000	\$250,000
C	2013	STP-ST	\$43,200,000	\$10,800,000	\$54,000,000
ROW	2013	NHS	\$4,280,000	\$1,070,000	\$5,350,000
C	2014	STP-ST	\$43,200,000	\$10,800,000	\$54,000,000
C	2015	STP-ST	\$43,200,000	\$10,800,000	\$54,000,000
C	2016	NHPP	\$54,000,000	\$0	\$54,000,000
PE	2016	NHPP	\$1,000,000	\$18,491,371	\$19,491,371
C	2016	State	\$0	\$9,000,000	\$9,000,000
C	2017	State	\$0	\$9,000,000	\$9,000,000
C	2017	NHPP	\$54,000,000	\$0	\$54,000,000
PE	2017	NHPP	\$1,000,000	\$20,304,277	\$21,304,277
PE	2018	NHPP	\$1,800,000	\$200,000	\$2,000,000
PE	2018	NHPP	\$900,000	\$100,000	\$1,000,000
PE	2018	NHPP	\$628,039	\$66,782	\$694,821
C	2018	NHPP	\$33,582,569	\$3,731,396	\$37,313,965
PE	2018	NHPP	\$135,000	\$15,000	\$150,000
PE	2019	NHPP	\$135,000	\$15,000	\$150,000
PE	2019	NHPP	\$1,800,000	\$200,000	\$2,000,000
PE	2019	NHPP	\$900,000	\$100,000	\$1,000,000
C	2019	NHPP	\$34,422,134	\$3,824,682	\$38,246,816
PE	2020	NHPP	\$1,800,000	\$200,000	\$2,000,000
PE	2020	NHPP	\$900,000	\$100,000	\$1,000,000
C	2020	NHPP	\$35,282,686	\$3,920,299	\$39,202,985
C	2021	NHPP	\$36,164,754	\$4,018,306	\$40,183,060
		<b>Total</b>	\$398,302,182	\$108,250,113	\$506,552,295

Sponsor Contact InformationSubmitted By:  Date Submitted: