

REQUEST FOR QUALIFICATIONS
TRANSPORTATION MASTER PLAN UPDATE
WITH
ACTIVE TRANSPORTATION PLAN
HURRICANE CITY, UTAH

Project Definition

Hurricane City is soliciting proposals from qualified consultants to update the City-wide Transportation Master Plan with an integrated City-wide Active Transportation Plan.

Project Characteristics

Transportation Master Plan Update

This portion of the project consists of evaluating the existing transportation system against the existing, adopted Transportation Master Plan. The consultant will use current Average Annual Daily Traffic (AADT), crash data, roadway improvements/updates, safety issues, public input and new commercial/residential development to complete the evaluation of the existing plan and system. Hurricane City and the Consultant will review the results of the applicable data to determine future improvements and plans for the existing system.

The updated system will be evaluated by the consultant using CUBE software. The baseline model will be obtained from the Dixie Metropolitan Planning Organization (DMPO). Future modeling will evaluate the Southern Parkway (SR-7) construction timeline, traffic volume on State Routes, and timeline for commercial and residential buildout within the study planning period (2018-2050). With this data, the consultant will evaluate the updated plan using travel demand models and work with the City on any necessary iterations.

The end product should be both a stand-alone document, useable as a guide to the City for future projects and activities, and able to be integrated into the Dixie Metropolitan Planning Organization's (Dixie MPO) Regional Transportation Plan. Any recommended updates to the Dixie MPO Traffic Demand Model (CUBE Software) shall be submitted to the Dixie MPO for consideration.

The Consultant will verify upgrades are consistent with the City's General Plan and will utilize professional planners to author the final Transportation Master Plan to ensure state compliance. The Consultant will also help walk the City Staff and the City Council through a process which will allow the public multiple opportunities to give comment at public open house meetings, work meetings, and through on-line tools.

Active Transportation Plan

With the Transportation Master Plan Update, the City desires to plan for all modes of travel, including pedestrian, bicycle, and transit. The City has a trails master plan that will be integrated into the Transportation Master Plan as part of the scope of work.

This project consists of identifying and evaluating existing conditions for biking and walking within Hurricane City, and identifying projects to complete the network and fill the needs of various types of users. This plan will focus on strategies to develop a high level of bicycle, pedestrian and transit friendliness, and making connections between trip generators, destinations and trail connections in Hurricane City and the surrounding communities.

The Plan will identify needed retrofits as well as future infrastructure. The Plan will also include goals, objectives, policies, maps, and approaches for implementation. The end product should be both a stand-alone document useable as a guide to future activities and able to be integrated into the updated Hurricane City Transportation Master Plan.

General Requirements of Proposals

All proposals should include the following elements:

1. A statement of qualifications of the proposing firm, including:
 - (1) experience of the firm in related projects, including a listing of points of contact and phone numbers for previously completed projects,
 - (2) description of the experience and technical competence of specific staff members to be assigned to the project,
 - (3) full description of the background of the project manager with a specific commitment of time.
2. A work program describing the steps to be completed in executing the scope of work.
3. A schedule with calendar time required to complete each work element and a completion date for major milestones in the project including necessary presentations to a steering committee.
4. In a separate sealed envelope, provide one copy of an estimate of costs. Hurricane City reserves the right, at its discretion, to enter into a final contract for fewer tasks as described in this RFP. The final scope and costs of the awarded contract will be negotiated with the selected contractor based upon the final scope and the provided hourly rates and costs per task. Cost structure for services shall include:
 - Total cost
 - Costs per task and subtask
 - Man hours, itemized to include category, estimated hours, rate per hour, and total costs
 - Supplies and materials
 - Travel
 - Sub-contractor(s), (if necessary)

Proposals must meet the following requirements:

1. Eight (8) copies of the proposal must be provided for the review process.
2. Proposals should be no longer than six (6) pages, exclusive of resumes.
3. A duly authorized official of the proposer must sign proposals.

For clarification of task descriptions and work program items, contact Arthur LeBaron at arthur@cityofhurricane.com. Telephone requests for clarification are discouraged.

Proposals must be submitted to the Hurricane City office at 147 N 870 W Hurricane, Utah by 3:00 p.m. on June 2, 2017

Hurricane City reserves the right to accept or reject proposals including the right to reject all proposals and resolicit, if deemed necessary. Selection of a firm is also dependent on the negotiation of a mutually acceptable contract with the successful proposer.

Selection Process

A Selection Committee will review the proposals, which are received in response to this request. Following the review of the proposals, a firm to conduct the study will be selected. Subsequent to approval, the selected firm will be notified and negotiations for a contract for the project will begin.

Selection Criteria

The Selection Committee in choosing a firm to assist in the study will use the following criteria:

1. Experience: (25 points) Firms will be evaluated according to their current and past experience and the individuals assigned to this project. Experience will cover current and past efforts and their quality in creating regional Bicycle and Pedestrian Plans.
2. Qualifications of Staff Assigned: (25 points) The professional qualifications and time availability of the staff assigned to manage and conduct the study will be reviewed.
3. Approach: (30 points) The proposal will be reviewed for completeness, organization, innovation, and soundness of the technical approach to the project.
4. Project Management: (20 points) A statement of schedule and major milestones will be reviewed along with the experience and reliability in performing and managing similar work in past projects.

Project Funding

The sources for project funding include Federal, State, and Local funds and will need to be completed within the available funding. All applicable legal requirements for use of the funds will be followed.

SCOPE OF WORK

Transportation Master Plan:

Scoping Activities

- Review current Transportation Master Plan and Trails Master Plan
- Review St. George to Springdale Public Transit Feasibility Study (2016)
- Obtain existing traffic data (UDOT Database)
- Obtain existing crash data
- Obtain transportation improvements since previous study (2007)
- Develop/obtain existing baseline traffic model (CUBE Software)
- Verify baseline data with spot counts (City resources may be used for spot counts)
- Conduct weekly project progress meetings

Public Involvement

- Assist City in assembling a steering committee
- Create online tools for public education and public input
- Conduct City Council and Planning Commission workshops

- Assist City with Public Open House meetings
- Advise City on policy issues
- Verify baseline data with spot counts (City resources may be used for spot counts)

Prepare future model data

- Estimate Southern Parkway (SR-7) construction timeline
- Estimate travel demand on I-15, SR-9, SR-59, and SR-7
- Estimate build timeline and visitation of planned and future commercial amenities
- Determine buildout timeline and locations for residential travel based on historical growth

Model Hurricane vehicular road system with tourist/visitor, residential and commercial trips

- Develop short-term model data (0-5 years)
- Develop mid-term model data (6-15 years)
- Develop long-term model data (16-25 years)

Analyze data obtained from model

- Determine traffic demand for short, mid and long term outlooks for each city road
- Determine Level of Service (LOS) short, mid and long term daily trips for each city road
- Determine major congestion and queue areas for the short, mid and long term models
- Identify future signal locations for the short, mid and long term models
- Identify safety issues for short, mid and long term models
- Review standard street cross-sections and make recommendations

Transportation Master Plan Report

The final report will discuss the results of all analyses for Hurricane's transportation and the impact due to increased tourism, residential growth and commercial growth. The report will be separated into the following sections.

- Project overview
- Future traffic destinations & projected demands
- Short-term outlook results (0-5 years)
- Mid-term outlook results (6-15 years)
- Long-term outlook results (16-25 years)
- Local City Streets Plan
- Local Signalized Intersections Plan
- Access Management Plan
- Project Cost Estimates and Prioritization
- Active Transportation Plan
- Conclusion/recommendations

Active Transportation Plan:

Organization, Data Collection, and Public Involvement

- Utilize public outreach strategy outlined above
- Create educational materials on benefits of activity
- Assist City in forming an Active Transportation Committee
- Inventory existing data
- Develop prioritized plan
- Weekly coordination

Identify and Evaluate Existing Conditions

- Evaluate existing network, identify community origins/destinations
- Review of current plans and programs of regional partners
- Estimate user characteristics and summarize user experience
- Rank and map existing facilities
- Evaluate SRTS (safe routes to school)
- Evaluate accident data, identify patterns
- Identify network gaps
- Consolidation of data, goals, objectives, policy and maps

Identify Projects and Design Guidelines

- Host steering committee meeting
- Assist City in conducting a public open house
- Incorporate public comments
- Develop project recommendations and priorities
- Integrate master planned trails into coincident master planned streets
- Develop details/cross-sections for recommended projects
- Review proposed projects with steering committee

Transportation and Active Transportation Master Plan Adoption and Implementation

- Host final public workshop
- Address final comments
- Develop and submit final report
- City Council Public Hearing
- Plan adoption
- Create marketing and implementation materials