

US 15-501 Corridor Study – Bicycle/Pedestrian Mobility and Transportation Access

REQUEST FOR INTEREST

US 15-501 Corridor Study: Bicycle/Pedestrian Mobility and Transportation Access

DATE REQUEST FOR INTEREST (RFI) ISSUED: Wednesday, February 24, 2021

PRE-PROPOSAL MEETING: Wednesday, March 10, 2021

DUE DATE FOR RFI QUESTIONS: Wednesday, March 17, 2021

DUE DATE FOR RFI PROPOSALS: Wednesday, March 24, 2021

NOTICES: Direct all notices and formal communications in writing to Andrew.Henry@durhamnc.gov, 919-599-9405

Scope of Services

1. BACKGROUND

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) recently completed a detailed study of the US 15-501 corridor from Ephesus Church Road in Chapel Hill to University Drive in Durham. A consultant performed the analysis, proposed recommendations, and created a final report and conceptual design. However, the study's proposed transportation system for the Chapel Hill segment and the I-40/US 15-501 quadrant area did not meet the newly adopted Goals and Objectives of the DCHC MPO and the expectations of the DCHC MPO Board. The proposed design of the Chapel Hill segment favored vehicle travel over that of bicyclists, pedestrians, and transit riders, and included an 8-lane cross-section and Reduced Conflict Intersection (RCI) that would reduce the safety of bicycle and pedestrian travel. The sole interchange proposed for the I-40/US 15-501 quadrant was viewed as providing inadequate access to the Patterson Place and New Hope Commons developments, as well as making bicycle and pedestrian movement between the developments more hazardous.

The DCHC MPO wants a consultant to work with stakeholders to create solutions for the Chapel Hill segment and the quadrant area. The MPO seeks a consultant that will be creative and is well regarded for its bicycle, pedestrian and transit planning solutions.

Copies of the final US 15-501 Corridor Study report and conceptual design are available on this DCHC MPO Web page:

[http://www.dchcmo.org/programs/local/us_15_501_corridor_study_\(durham_chapel_hill\).asp](http://www.dchcmo.org/programs/local/us_15_501_corridor_study_(durham_chapel_hill).asp)

1.1. Task 1: Review Draft Corridor Study and Process

The consultant will become familiar with the draft US 15-501 Corridor Study report, including the vision and goals, demographic and travel profiles, public participation process, alternatives, recommendations and implementation, and the conceptual design. It is important that the consultant understand how the Study's proposed transportation system for the Chapel Hill segment and the I-40/US 15-501 quadrant area does not meet the newly adopted Goals and Objectives of the DCHC MPO and the interests of several people who provided comments to the Board.

The consultant will review segment 1 (i.e., Chapel Hill) and the I-40/US 15-501 quadrant area because these two areas need further public input and technical analysis to create a Corridor Study that can be adopted. Segments 2, 3, and 4 will also require review and further development, but the level of effort in these segments is not expected to be as high as segment 1 and the I-40/US 15-501 quadrant area.

The consultant will conduct an informational meeting with the Project Steering Committee to identify and understand the unresolved issues in the draft Corridor Study report, conceptual design, and process. The Project Steering Committee is composed of staff from the DCHC MPO, Town of Chapel Hill, City of Durham, Durham County, GoTriangle, GoDurham, and NCDOT who were involved in the US 15-501 Corridor Study.

The DCHC MPO will provide a compilation of the comments received on the draft US 15-501 Corridor Study and staff responses to the comments, which identifies the unresolved issues; the draft report, summary report, and conceptual design in original software format; and, any demographic or travel data (e.g., counts and crashes) requested by the consultant.

1.2. Task 2: Conduct Issues Meeting with Stakeholders

The consultant will conduct a separate meeting with each of three different stakeholder groups to identify and understand the issues that stakeholders have with the draft Corridor Study. The stakeholder groups will be: segment 1 (i.e., Chapel Hill segment); I-40/US 15-501 quadrant area; and, segments 2, 3 and 4. There are three stakeholder groups because the issues and membership of each group is expected to be fairly distinct. If needed, the meetings will be virtual (i.e., online). The consultant will prepare any materials for the meeting, design the meeting format, and conduct the meeting. DCHC MPO staff will provide administration and coordination, including identify and notify potential stakeholders; prepare the attendee list for each stakeholder group; provide Web site and social media support; and, obtain the meeting site if there is an in-person meeting.

1.3. Task 3: Conduct Solutions Meeting with Stakeholders

The consultant will conduct at least one meeting with each stakeholder group to identify proposed solutions to the unmet transportation needs and issues that were identified in the previous issues meeting. The consultant will identify the best meeting format and preferred format of the meetings' output materials for each of the stakeholder groups based on the issues to be addressed and the level of technical detail needed to update the draft US 15-501 Corridor Study. The consultant will prepare materials for the meeting and produce the output materials. DCHC MPO staff will provide administration of the stakeholder groups, meeting support (e.g., documenting participant input), and the meeting site if there is an in-person meeting.

The Durham County Transit Plan and Orange County Transit Plan are expected to be drafted or approved in summer 2021. The consultant will incorporate transit services, facilities, and infrastructure from those plans into the US 15-501 Corridor Study. Staff from DCHC MPO and its partner agencies will assist with this coordination.

1.4. Task 4: Develop Draft Plan

The consultant will develop a draft conceptual design for segment 1, the I-40/US 15-501 quadrant area, and segments 2, 3, and 4 based on information from the stakeholder meetings. The DCHC MPO staff will update the summary report and full report. The consultant will present the draft conceptual design to the Project Steering Committee (PSC), the DCHC MPO Technical Committee, and finally to the DCHC MPO Board to be released for public comment. DCHC MPO staff will arrange the meetings and any electronic document distribution.

1.5. Task 5: Public Engagement

The consultant will develop the format and materials for at least one public engagement activity and conduct the engagement activity to get feedback on the conceptual design, summary report, and full report. The consultant will gather and organize the feedback. The DCHC MPO staff will administer the meeting, including conduct public and social media notification; acquire an in-person meeting site (if the meeting is not virtual); and, document the public input.

1.6. Task 6: Final Document

The consultant will incorporate the solutions into the final US 15-501 Corridor Study conceptual design. The DCHC MPO staff will make the final changes to the summary report and full report. The consultant will present the final US 15-501 Corridor Study to the DCHC MPO Board for approval.

2. PERIOD OF PERFORMANCE

The LPA anticipates that the contract award and notice to proceed will be issued in May 2021. All work must be completed by November 2021.

2.1. Estimated Proposed Schedule and Deliverables:

Milestone	Completed By
Kickoff meeting	May 17, 2021
Conduct Stakeholder Issues Meetings	June 15, 2021
Conduct Stakeholder Solutions Meetings	July 6, 2021
Draft Plan	August 17, 2021
Support Public Engagement	September 8, 2021
Final Report to Board	November 10, 2021

3. THE CONSULTANT SHALL DELIVER:

Review draft US 15-501 Corridor Study and interview Project Steering Committee
Identify stakeholder issues: <ul style="list-style-type: none">• Recommend stakeholder meeting format and process• Conduct stakeholder issues meetings• Produce summary of issues
Identify feasible solutions: <ul style="list-style-type: none">• Recommend stakeholder meeting format and process, and produce meeting materials• Conduct stakeholder solutions meetings• Produce summary of possible solutions
Develop draft conceptual design for Chapel Hill segment, quadrant area, and minor concepts on segments 2, 3 and 4, and produce meeting presentation materials
Support public engagement: <ul style="list-style-type: none">• Develop materials for public engagement• Document public engagement input
Produce final conceptual design and cross-sections

4. SUBCONTRACTING

The consultant may use subcontractors to perform work outlined in this RFI subject to their meeting the required experience or professional qualifications. Qualifications and experience of subcontractors proposed shall be submitted as a part of the proposal. The proposal shall clearly note the type of work the subcontractor will be performing and the approximate percentage of the total work.

5. EQUAL BUSINESS OPPORTUNITY PROGRAM

As per the On-Call Master Agreement, a good faith effort must be used to fulfill City of Durham Equal Business Opportunity Program requirements for this project. The City desires a good faith effort to reach goals of 8% M/UBE and 6% W/UBE depending on the opportunity for utilizing MBE/WBE firms. If these goals cannot be reached, an explanation should be provided.

6. DISCRETION OF THE CITY

The City reserves the right to reject any or all proposals. NOTWITHSTANDING anything to the contrary in this document or in any addendums to this document, unless the provision refers specifically to this provision, the City reserves the right (i) to negotiate changes of any nature with any firm proposing to do the work with respect to any term, condition, or provision in this document and/or in any proposals, whether or not something is stated to be mandatory and whether or not it is said that a proposal will be rejected if certain information or documentation is not submitted with it, and (ii) to enter into an agreement for the work with one or more firms that do not submit proposals. For example, all deadlines are for the administrative convenience or needs of the City and may be waived by the City in its discretion.

7. REQUIREMENTS FOR PROPOSALS

The proposal should include appropriate information for consideration in the offer. The proposal should also clearly indicate the capability to perform each item of work as outlined in the Scope of Services.

8. RFI PROPOSAL COMPONENTS:

- **Section 1 – Letter of Interest** (2-page maximum): The Letter of Interest should include a synopsis of the project team and their qualifications.
- **Section 2 – Project Organization** (1-page maximum): Provide a project organization chart identifying the team composition, including any subcontractors. Identify key team members working on the project and explain their roles.
- **Section 3 – Team Resumes and Availability:** Provide a resume for each key team member (1- page maximum per resume), including present and projected availability to perform this work. Provide a list of projects currently assigned to key team members and their expected project completion dates.
- **Section 4 – Project Approach and Schedule** (10-page maximum): Provide a description of the proposed approach to the project showing tasks, milestones and deliverables., and a proposed project schedule.
- **Section 5 – Reference Projects** (6-page maximum): Please identify recent, representative projects performed by the proposed team. For each project, provide project duration and completion year, references, and project cost. Identify which team members performed the work and the role each played in the reference project.

9. SUBMITTAL AND MAXIMUM LENGTH

9.1 Maximum Length

Limit the proposal to a maximum of twenty-six total pages (26 single-sided or 13 double-sided). Font size shall be no less than 10 point.

9.2 Submittal of RFI Proposal

By 5:00 PM, Wednesday, March 24, 2021:

- One original, three (3) print copies, and a thumb drive with an electronic copy in PDF format must be submitted to the following staff person and address:
C/O Felix Nwoko
City of Durham/Transportation Department/Parking Division
105 E. Morgan St., Suite 104
Durham, NC 27701
- And, an electronic copy in PDF format must be transmitted to the following email address: andrew.henry@durhamnc.gov

10. QUESTIONS

- A Pre-Proposal Meeting will be held online on **March 10, 2021**. Email the Project Manager, Andy Henry, for a meeting invite.
- Any questions regarding this RFI must be received in writing by **5:00 PM on March 17, 2021**.
- Questions must be submitted to the Project Manager, Andy Henry, andrew.henry@durhamnc.gov
- All questions received will be answered in an addendum posted on the MPO and City of Durham websites.

11. RATING FACTORS/EVALUATION CRITERIA

1. The Qualifications of the Professional Personnel to be Assigned to the Project
2. The Consultant's Capability to Meet Project Time Requirements
3. Present and Projected Workloads
4. Related Experience on Similar Projects
5. Recent and Current Work
6. Quality of the Submittal

12. SCHEDULE

12.1 Tentative Project Schedule

RFI Issued-2	Wednesday, February 24, 2021
Pre-Proposal Meeting	Wednesday, March 10, 2021
Due Date for RFI Questions	Wednesday, March 17, 2021
Due Date for Proposals	Wednesday, March 24, 2021
Selection of Candidates for Interview	Monday, March 29, 2021
Interviews	Week of April 5, 2021
Consultant Selected	Friday, April 16, 2021
Negotiated Scope & Budget	Friday, April 23, 2021
Contract Executed	Friday, May 7, 2021
Notice to Proceed	Monday, May 10, 2021
Kick Off	Monday, May 17, 2021

12.2 Services Commencement/Completion Date

The Consultant shall commence services within ten (10) business days of award of contract and shall complete services and submit all deliverable items to the City of Durham no later than eighteen (18) months after the Notice-to-Proceed.

13. BUDGET

The estimated budget for the US 15-501 Corridor Study – Bicycle/Pedestrian Mobility and Transportation Access is not to exceed \$50,000. However, the City will consider all proposals and negotiate to adjust the budget based on the methods proposed.