



Request for Proposals for the Power District Transportation Study



The Wasatch Front Regional Council (WFRC) is inviting firms to submit a Proposal in response to this Request for Proposals. Please direct all questions regarding this Request to the WFRC Procurement Agent listed below.

SUMMARY INFORMATION

PROJECT

Project	Power District Transportation Study
Budget	\$400,000
Schedule	Study complete no more than 12 months from contract execution

PROJECT MANAGER CONTACT

WFRC Project Manager (PM)	Julie Bjornstad Wasatch Front Regional Council 41 North Rio Grande St. Salt Lake City, Utah 84101 julieb@wfrc.org
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DATES

Posting of the RFP	Thursday, April 18, 2024
Questions regarding the RFP due	Friday, April 26, 2024 12:00 PM MT
Clarifications to the RFP posted	Tuesday, April 30, 2024 12:00 PM MT
Submission Deadline for Request	Wednesday, May 15, 2024 12:00 PM MT
Consultant Selection	By Friday, May 31, 2024

INSTRUCTIONS

Submittal Instructions	<p>Responses to this Request for Proposals must be contained in a single PDF document submitted by email to the <u>WFRC Procurement Agent, Andrea Pearson</u> (andrea@wfrc.org) prior to the submission deadline. Acknowledgement of receipt will be sent.</p> <p>The Proposal has a maximum page limit of 12 pages, not including resumes or the cover letter.</p> <p>Questions and other correspondence regarding this Request for Proposals must be emailed to <u>WFRC Procurement Agent, Andrea Pearson</u> (andrea@wfrc.org), no later than noon on Friday, April 26, 2024. Any clarifications or additional information will be shared online on WFRC's Request for Proposals webpage by noon Tuesday, April 30, 2024: https://wfrc.org/contact/request-for-proposals/</p>
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Introduction

The Wasatch Front Regional Council (WFRC), in conjunction with Salt Lake City, Larry H. Miller Real Estate Group, Utah State Fairpark, the Utah Department of Transportation (UDOT), and the Utah Transit Authority (UTA), is soliciting Requests for Proposals (RFP) from qualified consultants to complete the Power District Transportation Study. The aim of this study is to evaluate the transportation opportunities and constraints and develop a plan that will support:

- 1) A high quality of life for existing and future residents, employees, and visitors
- 2) Attractive or livable places
- 3) Availability of transportation choices
- 4) Ease of movement and improved access to opportunities (e.g., events, commuting, neighborhood trips, etc.)

The above are preliminary goals to aid in the response to the RFP and are subject to change during the study.

WFRC will provide the project management for the Power District Transportation Study. However, the qualified firm shall work with the project partners (Salt Lake City, UDOT, Utah State Fairpark, UTA, Larry H. Miller Real Estate Group, and WFRC) in development of the Study. The qualified firm should develop a proposal that best meets the needs outlined in this RFP within the given budget (\$400,000).

Project Funding

The project will need to be completed within the available funding. The budget for the Power District Transportation Study is \$450,000.

Project Team

The "Client" is the Wasatch Front Regional Council, but all project partners will participate on a Management Team. The "Project Manager" is:

Julie Bjornstad, Project Manager
Wasatch Front Regional Council
41 N. Rio Grande Street
Salt Lake City, UT 84101
(801) 363-4250
julieb@wfrc.org

Project partners, referred to as the "Management Team," include Salt Lake City, UDOT, Utah State Fairpark, UTA, Larry H. Miller Real Estate, and WFRC.

The "Consultant Team" will consist of one "Prime Consultant" and may or may not include additional entities who will act as sub consultants to the Prime Consultant. The Prime Consultant will be responsible for executing the majority of the work.



General Requirements of Proposals

All proposals should include the following elements:

1. A statement of qualifications of the proposing firm, including: (1) the experience of the firm(s) in related projects, including a listing of points of contact and phone numbers for previously completed projects; (2) a description of the experience and technical competence of specific staff members to be assigned to the project; (3) a specification for each of the individuals who will have major responsibilities for the Initiative and a description of their responsibilities; (4) a full description of the background of the project manager with a specific commitment of time; and (5) a description of the firm's current projects and work load sufficient to determine the adequacy of the staff to handle this project.
2. A work program describing the steps to be completed in executing the Power District Transportation Study. Attached as Appendix A are project objectives describing the basic objectives which must be met.
3. A schedule with calendar time required to complete each work element and a completion date for major milestones in the project.
4. A cost estimate. As WFRC reserves the right at its discretion to enter into a final contract for fewer tasks as described in this RFP, the scope and costs of the awarded contract might be negotiated with the selected contractor after award based upon the provided hourly rates and costs per task. Cost structure for services shall include:
 - Total cost;
 - Costs per task and subtask;
 - Staff hours, itemized to include category (project manager, data analyst, etc.), estimated hours, rate per hour, and total costs;
 - Supplies and materials;
 - Travel;
 - Sub-contractor(s), if necessary; and
 - Overhead.
5. Final work product samples that illustrate the proposing firm's ability to clearly communicate complex information.

Proposals must meet the following requirements:

1. One electronic copy of the complete proposal.
2. Proposals should be no longer than twelve pages, exclusive of cover letter, resumes, and attachments.
3. A duly authorized official of the proposer must sign proposals. Consortiums, joint ventures, or teams submitting proposals will not be considered responsive unless it is established that all contractual responsibility rests solely with one contractor or legal entity, which shall not be a



subsidiary or affiliate with limited resources. Each proposal should indicate the entity responsible for execution on behalf of the proposal team.

4. Federal regulations require certification by prospective participants (including contractors, subcontractors, and principals) as to current history regarding debarment, eligibility, indictments, convictions, or civil judgments. The selected Consultant will be required to certify in accordance with contract Standard Terms and Conditions.
5. In connection with this proposal, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor shall take affirmative action to ensure applicants are employed, and employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but is not limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and training including apprenticeship.

Contractors agree to abide by the following statement of obligation:

- A. **Policy:** It is the policy of the Department of Transportation (DOT) that DBEs, as defined in 49 CFR Part 23, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Consequently, the DBE requirements of 49 CFR Part 23 apply to this agreement.
- B. **DBE Obligation:** WFRC or its contractor agrees to ensure DBEs as defined in 49 CFR Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard, WFRC and its sub recipients, contractors, and subcontractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 23 to ensure DBEs have the maximum opportunity to compete for and perform contracts. The WFRC and its contractors shall not discriminate on the basis of race, color, religion, sex, or national origin in the award and performance of DOT-assisted contracts.

For clarification of task descriptions and work program items, please contact Andrea Pearson at apearson@wfrc.org. Telephone requests for clarification are discouraged. Questions regarding the proposal are due no later than noon MT on Friday, April 26, 2024. Answers to questions regarding the proposal will be provided on WFRC's website (www.wfrc.org), under the Contact Us tab, Request for Proposal section, by noon MT on Tuesday, April 30, 2024.

Proposals must be submitted to Andrea Pearson at apearson@wfrc.org by noon MT on **Wednesday, May 15, 2024**.

WFRC 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

The Selection Committee is expected to consist of staff from Salt Lake City, UDOT, UTA, WFRC, Larry H. Miller Real Estate, and the Utah State Fair Corporation. The Selection Committee will review submittals that are received in response to this request, based on the criteria below. If the Selection Committee feels it is necessary, it may invite a short list of firms to make oral presentations to the Selection Committee and answer questions concerning their proposal. The designated project manager must lead the oral presentation. Following the review of the proposals and potential interview, the firm that received the highest proposal evaluation score and has met all the requirements of the RFP will be awarded the project. Subsequent to approval, the selected firm will be notified and negotiations for a project contract will begin. Best and final offers may be requested, as provided in Utah Code Section 63G-6a-707.5, from responsible proposers who submitted responsive proposals that meet the minimum qualifications, evaluation criteria or applicable score thresholds identified in the RFP.

Selection Criteria

The Selection Committee, in choosing a firm to assist in the development of a Power District Transportation Study, will use the following criteria:

1. **Experience and Qualifications (35 points):** Firms will be evaluated according to their current and past experience, the individuals assigned to this project, professional qualifications, and time availability of the staff assigned to manage and conduct the Initiative.
2. **Approach (50 points):** The proposal will be reviewed for organization, innovation, soundness, and value of the technical approach to the project.
3. **Project Management (15 points):** The statement of schedule, major milestones, and approach to management of the project will be reviewed along with the experience and reliability in performing and managing similar work in past projects. The plan for interaction throughout the project with technical and policy officials of the region will also be considered.
4. **Cost Estimate (10 Points):** Cost proposals will be reviewed for their allocation of budget towards each task detailed in the scope of work.

The following schedule will govern consultant selection:

Advertisement of RFP	April 18, 2024
Questions regarding RFP due	Noon MT on April 26, 2024
Answers to questions regarding RFP posted	Noon MT on April 20, 2024
Proposals due	Noon MT on May 15, 2024
Selection of Consultant by	May 31, 2024

Disqualification

Late Submission: Any submittal received by the WFRC Procurement Agent after the deadline listed in this Request for Proposal Summary Information.



Non-electronic Submission: Submit electronically a PDF file containing all of the sections to the WFRC Procurement Agent. Paper submission is not allowed.

Violation of Page Maximum: A page is defined as a single-sided 8.5" x 11" sized sheet that contains text, pictures, tables, graphs, charts, plan sheets, or any other graphics. A section separator page with less than 20 words will not be counted as part of a page limit.

Other: WFRC reserves the right to disqualify a submittal when the intent of the Request for Proposals process is violated.

Submittals violating any of the above requirements will be considered non-responsive and will be disqualified by WFRC.

WFRC reserves the sole right, without incurring any liability, to change any aspect of the proposed procurement described above, including the right to not proceed with the procurement and/or the right to proceed in a different manner or on a different timeline than as described herein.

Protest Procedures

Protests will be accepted only from prospective contractors who would be directly and materially affected by the award or failure to award a contract. Any protests shall be submitted via email to Andrea Pearson at apearson@wfr.org and must include:

- The name, address, and telephone number of the protesting firm, and must be signed by a principal officer of the firm.
- A detailed statement as to the nature of the protest.

Protests will be accepted prior to Noon MT, June 7, 2024. Thereafter, protests will be returned to the protestor without action. The Selection Committee will review all protests to determine their merit and will forward a recommended response to the appropriate reviewing body. No contract will be awarded under this RFP until a decision on the protest is reached. Should the award of the contract be delayed because of a protest, all respondents to this RFP will be notified.

Appendix A: Power District Transportation Study Project Objectives

Appendix A aims to help proposing teams understand what the Steering Committee roughly contemplates for the study. Proposers are welcome to outline an approach that varies from Appendix A regarding how the study objectives are met.

Project Overview

The Power District Transportation Study is a technical planning study to inform decision-making for the redevelopment of a nearly 100-acre site situated near the Utah State Fairpark and Jordan River in Salt Lake City, Utah. The Power District study area is bounded by North Temple to the north, I-215 to the west, I-80 to the south, and I-15 to the east. The Power District and the vicinity around it, a roughly one-mile radius beyond the District (the Power District Area), is an area of strategic value for the State of Utah that could accommodate a significant amount of economic and housing growth and is the proposed location for Major League Baseball expansion to Utah. Transportation accessibility to this area is essential. Changes or improvements to roadways, transit service, and bicycle and pedestrian infrastructure will support achievement of the potential for the Power District Area.

Project Objectives

Objective One: Provide Clear Project Direction and Communication

Task One: Project management. A close working relationship with the consultant team will help with the success of the project. A Steering Committee will be formed to guide the Study and will be composed of members of partner agencies. The Steering Committee will represent WFRC, Salt Lake City, UDOT, UTA, the Utah State Fairpark, and Larry H. Miller Real Estate. A technical advisory committee may also be formed with other area stakeholders as identified by the Steering Committee.

Proposal to include a description of the intended deliverables for Objective One.

Objective Two: Engage the Local Community

Task One: Communications and engagement. This Study is a technical study to inform decision-making at the municipal and regional scale. Concurrent engagement and communications related to the Study may occur outside of this Study. However, there should be communications with area stakeholders on why and what this study is. A communications plan outlining needs within the bounds of a technical study should be explored and considered in concert with other area and project communications and public involvement plans. The communications plan should include communications material for a non-technical audience.

Proposal to include a description of the intended deliverables for Objective Two.

Objective Three: Understand Existing Conditions

Task One: Existing conditions documentation and analysis. The study area is currently served by major highways, transit, and regional trails, and the subject of many recent studies. An existing conditions analysis including data such as traffic volumes, transit ridership, trail usage, walk shed, connectivity, safety, historic barriers, maps, plans, programs, economic data, policies, public infrastructure utilization and capacity, typically occurring events at the Utah State Fairpark, proposed land use changes, and other relevant



information will be useful for setting the foundation of this Study. These existing conditions should be evaluated for gaps in the transportation network, including pedestrian connections, bicycle infrastructure, transit routes, and vehicular access.

Proposal to include a description of the intended deliverables for Objective Three.

Objective Four: Develop Recommendations

Task One: Understand land use changes. Draft land use concepts will be developed outside the scope of this Study by Larry H. Miller Real Estate and Utah State Fairpark. It is anticipated that potential short-, medium-, and long-term development considerations will inform the study. The Consultant should also seek to understand land development scenarios in the nearby vicinity. The impact of potential transportation recommendations on development activity should be explored.

Task Two: Develop and explore a strong understanding of transportation's influence on placemaking. Assess the effectiveness of prospective transportation infrastructure modifications in supporting a destination district or in supporting a place that is attractive to live in, work in, and visit. More specifically: assess the extent to which prospective transportation concepts complement both the desired urban design characteristics and the desired economic strength of the district and the surrounding area. This should include formal quantitative metrics and qualitative considerations.

Task Three: Multimodal transportation assessment. This task will detail recommendations addressing multimodal transportation infrastructure. Multimodal forecasts/analyses should identify methods for connecting this area to the rest of Salt Lake City and integrating it into the overall community. Within this assessment, the Consultant should consider improved street connectivity, pedestrian infrastructure, mode shift potential, travel demand management, parking modernization and approaches including neighborhoods adjacent to the Power District and Fairpark, potential improvements or changes to existing transit service and infrastructure (including transit capacity for large-volume events including family-oriented events), existing events at the Utah State Fairpark, and previous planning related to potential mobility hub locations. The Study should consider TDM both from the perspective of a potential site for a proposed Major League Baseball team and existing Fairpark events and from the perspective of a diverse, livable neighborhood.

Performance measures should be assessed in response to stakeholder and agency feedback. Performance measures should include among other things economic metrics, livability, mobility and safety (including emergency service access).

Task Four: Utility infrastructure assessment. The proposed Power District will have impacts to the area that go beyond transportation access. For instance, significant sewer improvements will be needed for the development. This task should include an assessment of utility infrastructure capacity and needs and proposed recommendations for improvements.

Task Five: Implementation strategy. An implementation strategy for the recommendations identified in previous tasks should be created. The implementation strategy should include such elements as planning-level costs, funding opportunities, lead partners, and proposed timing of implementation.

This Study and its recommendations must be coordinated with other projects such as the Reconnecting Communities Study led by Salt Lake City, the North Temple Economic Action Plan led by Salt Lake City, the



TechLink Study led by the Utah Transit Authority, the North Temple Mobility Hub led by the Utah Transit Authority, and Wastewater Master Plan led by Salt Lake City.

Proposal to include a description of the intended deliverables for Objective Four.

Objective Five: Communicate Recommendations

Task One: Document recommendations. The Power District Transportation Study should include a phased implementation plan premised on key outcomes and performance targets, cost estimates, and funding strategies.

Task Two: Create communication materials. Outcomes from the Study will need to be communicated to the Utah State Legislature, City Council, and other stakeholders.

Proposal to include a description of the intended deliverables for Objective Five.