

Midvale Station Area Plan: Midvale Fort Union & Midvale Center Stations Request for Pool Letter of Qualifications

The Wasatch Front Regional Council (WFRC) is inviting your firm to submit a Pool Letter of Qualifications (PLOQ) in response to this Request. Please direct all questions regarding this Request to the WFRC Project Manager listed below.

SUMMARY INFORMATION

Project	
Location	Midvale City
Work Discipline	Station Area Planning
Project Manager Contact	
WFRC Project Manager (PM)	Byron Head
PM Phone No.	615-972-2310
PM Email Address	bhead@wfr.org
Instructions	
Date Sending Request to Consultants	September 15, 2022
Submission Deadline for Pool Letters of Qualifications (PLOQs)	October 7, 2022 at 11:00 AM
Scope	See page 2.
Budget	\$160,000 Total. For breakdown, see page 10.
Format Instructions	See page 11. The existing Pool Statement of Qualifications has been provided to the City. The Letter of Qualifications should supplement that information.
Submittal Instructions	<p>Electronic submittal is required. Submit an electronic PDF file of the PLOQ to the WFRC Project Manager by email prior to 11:00 AM on the deadline date.</p> <p>Any correspondence throughout the RPLOQ timeframe or upon submittal must be directed to WFRC Procurement Agent, Byron Head</p> <p>PLOQs will not be accepted after the 11:00 AM deadline.</p>
Selection Process and Criteria, Disqualifications	See page 12.

SCOPE OF WORK

All Station Area Plans must fulfill the planning requirements of Utah House Bill 462.

General Purpose

This station area plan will build upon an existing plan for both identified stations and establish a vision and implementation plan that are both optimal and appropriate for areas occurring approximately ½ mile from the **Midvale Center** and **Midvale Fort Union** stations. Said vision will be predicated upon existing conditions analysis, be market constrained, and identify infrastructural modifications necessary to facilitate optimal growth within the station areas. The station area plan will identify tasks for all participating stakeholders, necessary to implement the vision.

All tasks related to this project will follow Utah Code Ann. Section 10-9a-403.1 and UTA's Station Area Planning Standard Operating Procedure, and at a minimum, will satisfy the following requirements:

- Existing Conditions Analysis
- Community Engagement
- Housing Needs Assessment
- Station Area Vision
- Development Concept
- Implementation Plan

Project Area

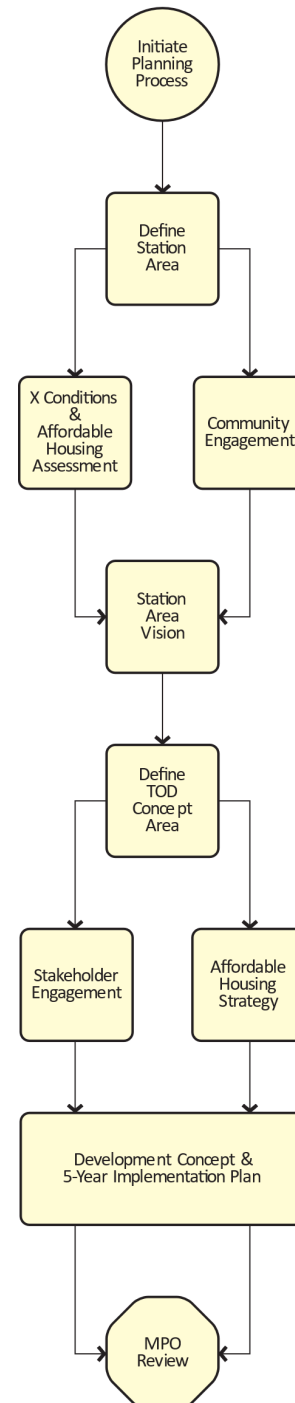
The plan boundaries of this station area plan will include areas approximately ½ mile from the existing **Midvale Center** and **Midvale Fort Union** stations, which are deemed appropriate by the city of Midvale (Exhibit A).

Schedule

It is anticipated that this plan will be completed within approximately nine to twelve months of the contract execution.

Project Team

Prior to project commencement, the Consultant will work with the City, UTA, and WFRC to



identify members that may participate in a committee that may review task deliverables and ensure that the project process is proceeding in the proper course.

Task 1: Existing Conditions Analysis

A rigorous and exhaustive analysis of existing conditions within the station areas, for the purposes of establishing an objective context. Said conditions will necessarily include an exhaustive analysis of parking demand, including an analysis of the appropriate capacity of UTA park & ride facilities.

The existing conditions analysis will include a housing needs assessment using the city's moderate incoming housing plan and identify key opportunities for affordable housing within the station area.

Additional conditions will be identified by the Consultant, and may include, but not be limited to, the following:

- Policies, plans, and ordinances (including and especially those pertaining specifically to the subject station areas)
- Pipeline projects
- Environmental conditions (both built and natural)
- Real estate market
- Housing gaps and needs assessment
- Catchment area gaps (as related to active transportation modes)
- Socioeconomic dynamics
- Transportation infrastructure and services

Task 1: Deliverable

It is expected that the Consultant will provide Client with materials that adequately establish an understanding of the context of the Station Areas. Such materials will be imperative in Task 4, Development Concept.

Task 2: Community Engagement

Process by which the Consultant, Client, and other stakeholders can understand the perspectives and expectations of landowners, residents, businesses, real estate developers, and other interests both within and adjacent to the Station Areas (i.e. those who will be affected by policies, infrastructural changes, and/or real development posterior to this planning process).

Such process may include, but not be limited to, the following means of engagement:

- Design charrettes
- Workshops
- Public open houses
- Round table discussions
- Public meetings

Task 2: Deliverable

It is expected that the Consultant will develop a comprehensive community engagement plan that will engage residents, property owners, elected officials, and governmental agencies. An ideal community engagement plan will utilize both traditional and innovative strategies to engage a diverse set of stakeholders. The successful consultant will provide the Client with material and staff support for engagement meetings/activities and will deliver report(s) that accurately and sufficiently render the perspectives of landowners, residents, and other interested stakeholders, either within or from a reasonable distance of the Station Areas. Such materials will be imperative in Task 4, Development Concept. The Consultant shall involve all relevant stakeholders as required by Utah Code Ann. Section 403.1(9).

Task 3: Station Area Vision

Using findings from Tasks 1 & 2, Consultant will organize a vision that discloses and articulates objectives of **Midvale** for future improvements within the Station Areas. Such vision will necessarily consider the following categories:

- Opportunities and constraints related to the development of land within the station areas under existing conditions
- Transportation system, including both infrastructure and services
- General land use patterns
- Architectural principles, including building style, mass, and orientation
- Public and open spaces

Task 3: Deliverable

The Station Area Vision will consist of maps, renderings, photographs, policy recommendations, design criteria and/or other materials that clearly convey the objectives of the City as they relate to the categories.

Additionally, the Station Area Vision will clearly depict the boundary of the station areas, along with any properties within said boundary that may be as part of the Development Concept, in Tasks 4 & 5.

Task 4: Map (Development Concept)

Using findings from Tasks 1 & 2, the Consultant will identify properties within the Station Areas that may be considered for (re)development. Using these properties, a map will be created depicting and describing how properties and infrastructure within the Station Areas may be developed and modified for the sake of catalyzing the Station Area Vision.

Recommendations in the Development Concept will be appropriate within the context established by the Existing Conditions Analysis and Community Engagement, disclosed during Tasks 1 & 2.

Task 4: Deliverable

The Development Concept will be provided in the form of illustrative materials (i.e. maps, graphics, renderings, etc.), depicting and describing specific locations for both land use and infrastructural improvements. Said concept will necessarily include TDM (Transportation Demand Management) strategies, describing how **Midvale City**, UTA, UDOT, and other relevant stakeholders may incentivize first-last mile connections that involve modes other than parking a single-occupant automobile (e.g. walking, bicycle, micro-transit, TNC, public transportation, etc).

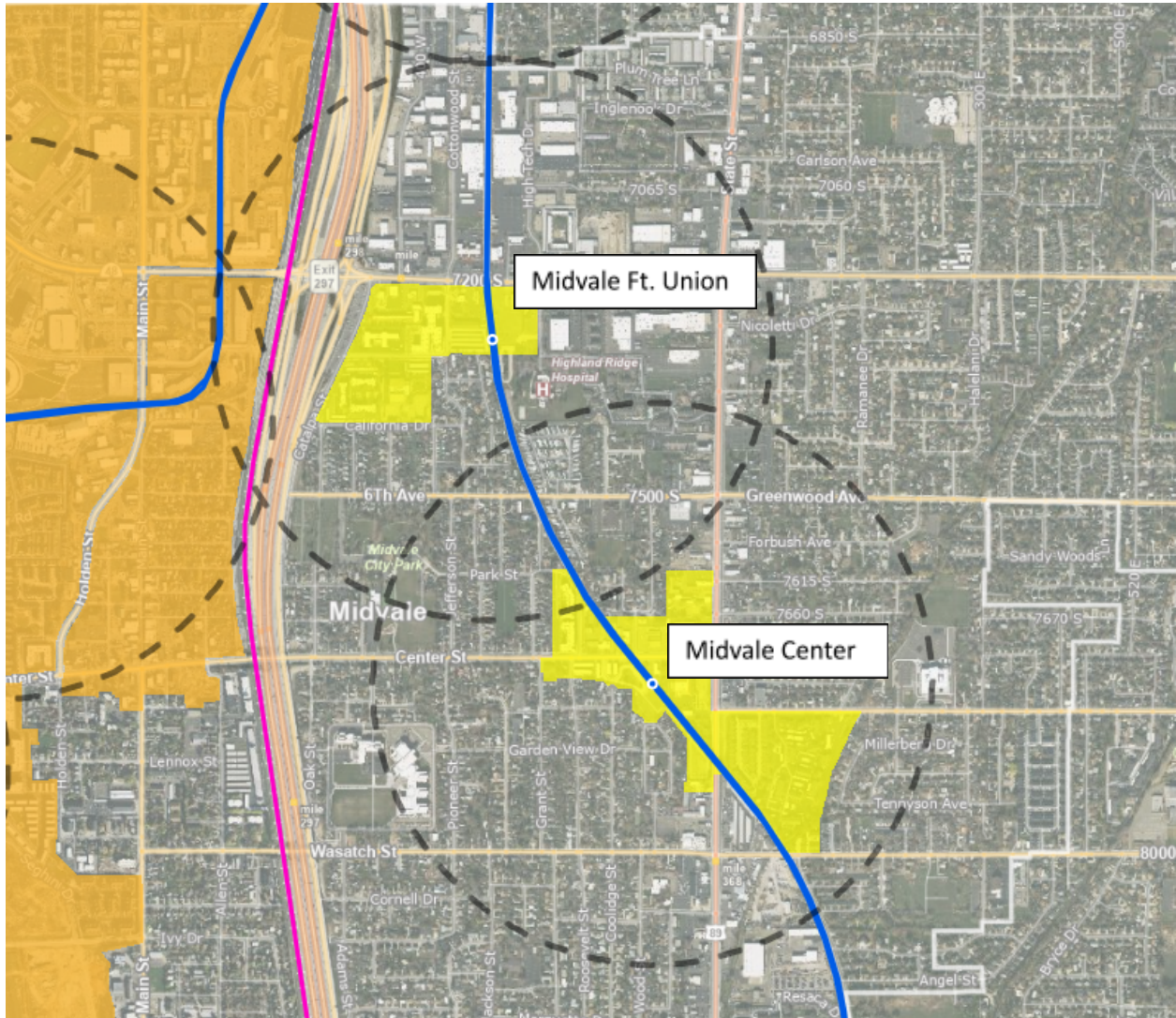
Task 5: Implementation Plan

Using recommendations described in Tasks 3 & 4, the Consultant will compile an inventory that lists the necessary tasks to implement the Station Area Vision and Development Concept. Said inventory will include information pertaining to each task, in addition to the schedule and sequence of the respective task, approximate financial and funding implications, and respective stakeholder responsibilities.

Task 5: Deliverables

Using the recommendations from Tasks 3 & 4, the Consultant will provide a compilation of assigned tasks that are necessary and sufficient for the realization of the Station Area Vision and Development Concept. Said tasks will include information regarding timing/order, priority, financial implications, and stakeholder responsibilities. The Consultant shall ensure that all relevant documentation, evidencing the completion of the Implementation Plan and other tasks and components, is delivered to the UTA, WFRC, and any other entity or organization, as required by Utah Code Ann. Sections 403.1(8) and 403.1(10).

Exhibit A: Preliminary Midvale Center and Midvale Fort Union Station Boundary



BUDGET

Station Area Plan Award	\$160,000
Total Budget	\$160,000

Funding provided by the Industrial Assistance Account, administered through the Wasatch Front Regional Council, in partnership with the Governor's Office of Economic Opportunity, the Utah Transit Authority, and the Mountainland Association of Governments.

CONSULTANT RESPONSE FORMATTING

Cover

Content limited to image, project title, firm name, and logos

1 page

Cover Letter

1 page

Project Understanding

Outline objectives of the projects, significant opportunities and constraints, and key issues

Maximum 400 words and 1 page

Project Approach

Basic course of action, what alternatives and/or preliminary approaches are proposed, and what provisions are identified for dealing with potential impacts, impediments, or conflicts. Demonstrate how the SAP will meet the planning requirements of HB 462.

Maximum 1200 words and 3 pages

Project Team

Relevant experience of proposed personnel and firms

Maximum 800 words and 2 pages

Schedule

Maximum 1 page, no word limit

Budget

To include any portion of the project budget committed to any subconsultants

Maximum 1 page, no word limit

SELECTION AND DISQUALIFICATION

Selection Process:

Selection Team – The Selection Team will consist of various members of West Jordan & Midvale city staff, Utah Transit Authority staff, and the WFRC Project Manager.

Invitation – The following firms have been invited to submit a proposal:

- AECOM
- Design Workshop
- Fehr & Peers
- GSBS Consulting
- Horrocks Engineering
- Logan Simpson Design
- MHTN Design
- PSOMAS
- Township + Range

Ranking – The Selection Team will rank each proposal submitted based on the criteria below. The Selection Team will rank by “consent” if needed. “Consent” is defined as the willingness of all Team members to accept a decision reached by a collaborative process. The Selection Team may choose to interview some or all of the proposing teams.

Selection Criteria:

Project Team: weighted 30%

- Describe the qualifications and experience of key personnel on your proposed project team. You may include availability (Note: Do not include percentages of availability, as this may be misinterpreted.)

Project Approach: weighted 30%

- Describe a basic course of action, what alternatives and/or preliminary approaches are proposed, and what provisions are identified for dealing with potential impacts, impediments, or conflicts.
- Demonstrate how the SAP will meet the planning requirements of HB 462.

Relevant Experience: weighted 30%

- Describe any experience of key personnel with Station Area Planning or Small Area Planning for transit stations.

Schedule: weighted 10%

Disqualifications:

1. **Late Submission** – Any PLOQ received by the WFRC Project Manager after the deadline listed in the RPLOQ Form.
2. **Electronic Submission is required** – Submit electronically a PDF file containing all of the sections in the order presented in PLOQ Form to the WFRC Project Manager. Paper submission is not allowed.

3. **Use of WFRC staff and/or project selection committee** – Use of current WFRC or SAP partner staff, or former staff involved in SAP project awards within 6 months of project award announcement.
4. **Page Maximum** – As outlined in the RPLOQ Form, “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 does not count as part of the page limit.
5. Do not include a reference or link to additional information. WFRC will instruct the selection team not to refer to provided links.
6. **Other** – WFRC reserves the right to disqualify a PLOQ when the intent of the RPLOQ process is violated.

Any PLOQs committing violations to the above requirements will be considered non-responsive and will be disqualified by WFRC.

Summary:

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.