

Woods Cross City: Woods Cross FrontRunner

Pool Request for Proposals

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

SUMMARY INFORMATION

Project	
Location	Woods Cross City
Work Discipline	Station Area Planning
Project Manager Contact	
WFRC Project Manager (PM)	Byron Head
PM Phone No.	801-363-4250 ext 1104
PM Email Address	bhead@wfrc.org
Instructions	
Date Sending	Monday, April 1, 2024
Submission Deadline	Monday, April 22 at 11:00 AM
Scope	See page 2.
Budget	\$100,000 Total. For breakdown, see page 7.
Format Instructions	See page 8. The existing Pool Statement of Qualifications has been provided to the City. The proposals should supplement that information.
Submittal Instructions	<p>Electronic submittal is required. Submit an electronic PDF file of the proposal to the WFRC Project Manager by email prior to 11:00 AM on the deadline date.</p> <p>Any correspondence throughout the PRFP timeframe or upon submittal must be directed to WFRC Procurement Agent, Byron Head.</p> <p>Proposals will not be accepted after the 11:00 AM deadline.</p>
Selection Process and Criteria, Disqualifications	See page 9.

SCOPE OF WORK

All Station Area Plans must fulfill the planning requirements of Utah Code Section 10-9a-403.

Woods Cross Station Area Planning Scope



Project Overview

The area around the Woods Cross Frontrunner Station is a mix of residential, commercial, and heavy industrial uses. In addition, there is a large refinery very nearby within West Bountiful on the city boundary with Woods Cross. The ½ mile planning radius around Woods Cross Station includes a small area of West Bountiful and Bountiful. West Bountiful City is in the process of completing a station area analysis and plan for this area near the refinery with their community. It is anticipated that the West Bountiful Study and findings will be considered as part of the station area planning process for Woods Cross. The presence of the refinery in the station area is of concern to Woods Cross City due to the potential hazard it may pose to other land use within the station area, and a 2009 accident at another refinery that impacted the community. Woods Cross City completed a station area plan several years ago that concluded that there was very limited potential for future residential development due to the presence of the refinery and the 2009 accident noted above.

HB 462 was passed by the Utah State Legislature in 2022. As part of the bill, it requires cities to plan for multiple objectives within a ½ mile radius from fixed guideway public transit stations (e.g., commuter rail). Those objectives include: increasing the availability and affordability of housing, including moderate income housing; promoting sustainable environmental conditions; enhancing access to opportunities; and increasing transportation choices and connections. Woods Cross City has obtained funding to develop a station area plan to be completed in 2024. The city understands that the presence of a refinery may impede development of any kind in the station area. It is expected that the proposed station area plan will better define the potential hazards and provide feasible recommendations for land use and moderate-income housing possibilities within the station area. The plan should include identifying improved connections to the nearby undeveloped Northwest Quadrant of the community, which is planned with a mix of land uses including a variety of residential uses.

There are other areas that need to be addressed to make sure that the Woods Cross Frontrunner Station succeeds in providing a complete neighborhood and compliance with HB 462, including but not limited to:

- Environmental and open space
- Identify barriers and opportunities for transit-oriented development and moderate-income housing
- Analysis of barriers to meeting the objectives of Utah Code Section 10-9a-403.1
- Analysis of refinery hazard and the possibility of relocating required moderate-income housing and providing a transit connection to the rail station
- Housing mix (type and moderate/market rates)
- Services such as retail, office, etc.
- Public safety
- Public infrastructure such as connectivity/transportation and parking needs

This project shall include elements that address each of the above categories to a degree to ensure that first and last mile connections and complete neighborhoods are planned for. This plan will be used by Woods Cross, UTA, and other stakeholders to make decisions that result in the station area becoming a Transit Oriented Development (TOD) with a connection and access to future development of the nearby Northwest Quadrant of Woods Cross.

Project Area

As stated above, the scope of the project is for land surrounding the Woods Cross Frontrunner Station in a ½ mile radius around the station platform.

Schedule

It is anticipated that the project will last 6 months and no longer than 9 months. This is to ensure that the plan is in place in time for the Wasatch Front Regional Council to review the plan and city adoption is completed in a timely manner to meet deadlines in HB 462.

Project Team

The steering committee will include the selected consultant, Woods Cross planning staff, a planning commission member, Wasatch Front Regional Council project manager, UTA, and UDOT. There will be opportunities to engage residents, property owners, and businesses.

Project Deliverables

This project will include a plan that will be adopted by Woods Cross City and able to be certified by the Wasatch Front Regional Council in consultation with the Utah Transit Authority. This will need to include multiple public outreach opportunities through various mediums. These will need to be outside the final adoption process.

Task 1 – Existing Conditions Analysis

- Accessibility. Connections to and from the station and opportunities to increase the catchment area for walking and biking and focus on connectivity of areas west of the station platform and rail corridor.
- Environment. Assess opportunities for open and green space for existing or future developments.
- Socioeconomics. Assess the present and projected aspects of the area. What services are needed to support the existing and future residents of the community and rail station users.
- Public Safety. Assess the perceived public safety issues in the area. Determine strategies and best practices to increase perception in the area.
- Hazards. Analysis of refinery hazard to the station area and impact on future land use.
- Market Analysis. Assess market feasibility for land use. Determine highest and best use for underutilized and underdeveloped properties.

- Current and future land use maps, along with existing plans and policies
- Parking requirements and utilization

Task 2 – Community Engagement

- Minimum of two open houses. The development of the plan should obtain input from the community during the existing conditions analysis to determine lived experiences. Additional open house to present area alternatives.
- Regularly scheduled planning commission, city council and UTA board public meetings/hearings during the adoption process.
- UTA will hold the two internal Station Area Plan Technical Advisory Committee (SAPTAC) meetings - first meeting will be held after completion of the Existing Conditions Analysis and second meeting will be held after the Area Alternatives and Analysis. The SAPTAC meetings will include critical UTA staff to provide current and future transit service plans, customer experience goals, and guide UTA property redevelopment objectives and proposed transit infrastructure changes. Feedback will be sent to the Project Management Team for review.

Task 3 – Area Alternatives and Analysis

- Up to three development concepts for the study area, including generalized renderings and illustrations and an analysis of each that depict unique approaches to addressing constraints and opportunities identified in the Existing Conditions Analysis and meet station area goals and objectives.
- All area alternative plans must comply with or demonstrate how they deviate from market feasibility analyses.
- Presentation to Project Team (either at open house or prior to open house).
- Facilitate selection of a preferred alternative.

Task 4 – Preferred Scenario and Deliverables

- Complete an illustrative plan consisting of renderings and/or illustrations clearly depicting all land use, transportation, and open space recommendations.
- The Preferred Scenario should include:
 - Appropriate land use
 - Massing and density for proposed development
 - Data describing each Concept Plan at buildout (number of units of various residential development types, commercial and/or office square footage, parking stalls, etc.)
 - Multimodal connectivity network with an emphasis on walkability and access to the station
 - Streetscape cross-sections
 - Transit station access improvements
 - Public open space and placemaking enhancements
- Update land use diagram and include recommended changes to zoning and/or design and development regulations.
- Create design style standards (signposts, monument signs, and public art installation styles, and locations, interchange off-ramp aesthetic improvements), area branding, and other place making elements.

Task 5 – Implementation Plan

Complete an implementation plan that Woods Cross City, UTA, and other stakeholders may use to facilitate and implement the Preferred Scenario for the next 5 (or more) years. Said plan ought to include:

- Consultant outline/discussion of barriers that stand in the way of achieving a shared vision.
- Code amendments and modifications to land use regulations
- Proposed catalytic implementation project(s) for the Project Area
- Any necessary infrastructure improvements
- Any required environmental remediation
- Cost estimates and potential funding sources for proposed changes and improvements
- Stakeholder roles and responsibilities for implementation actions
- Timeline of implementation actions and respective phasing of projects
- List of additional studies necessary to support the Implementation Plan
- The path forward that includes critical next steps, assigned responsibility for the critical next steps, recommendations for how critical next steps might be funded

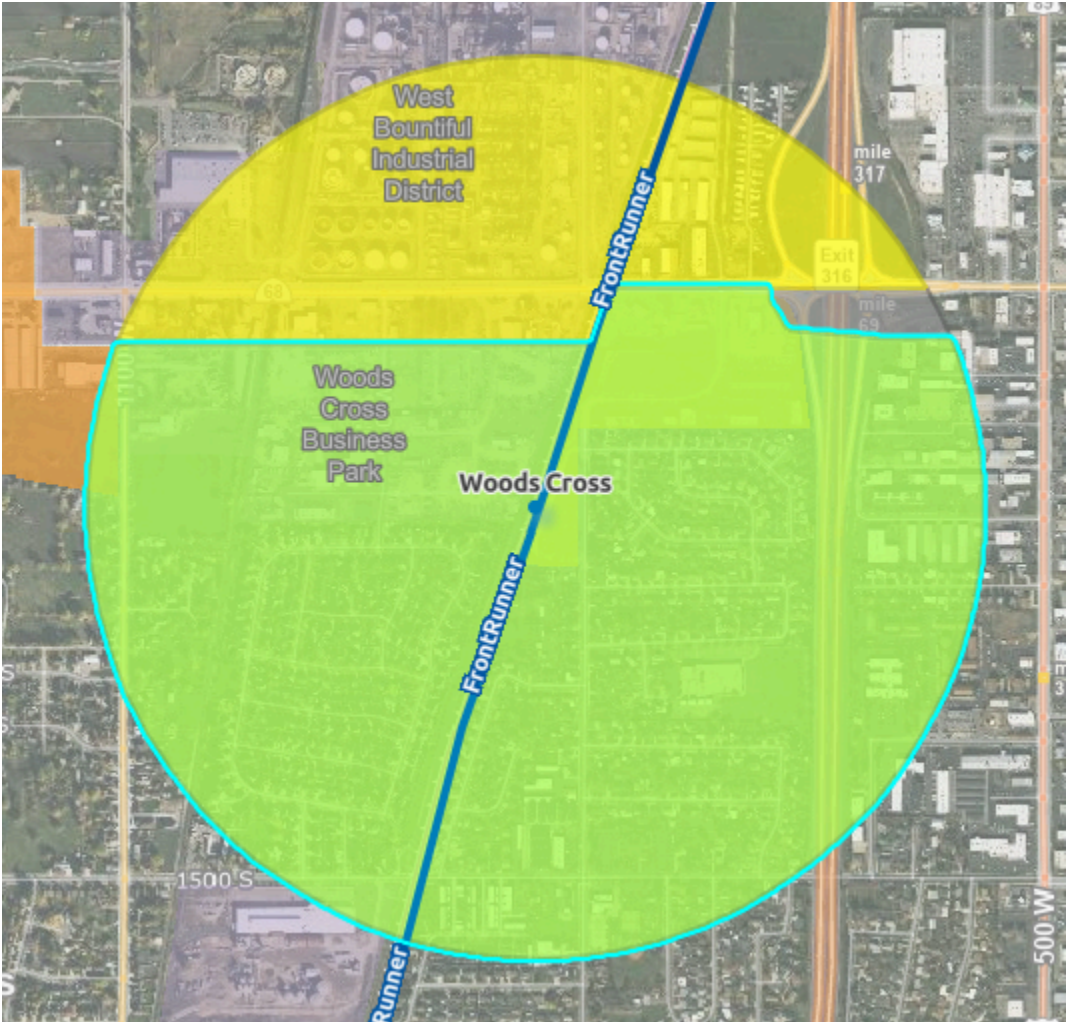
Task 6 – Final Plan

The final plan shall contain:

- A resolution, adoptable by Woods Cross City, demonstrating the requirements of state code section 10-9a-403.1(2) has been met or found to be impracticable.
- Any other information that will help develop a list of critical tasks and responsible parties for achieving those tasks and station area vision.

In addition to the requirements above, the Station Area Plan will need to address all the requirements outlined by the state statute. In brief, this will include a Station Area vision, a map of the area, an implementation plan with 5-year time horizon and greater, statements explaining how the station area plan promotes the objectives and where conditions make aspects impracticable.

Exhibit A: Woods Cross Station Area



BUDGET

Station Area Plan Award	\$100,000
Total Budget	\$100,000

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.

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; all content on this page should relate to the proposed project approach.

Maximum 1200 words and 3 pages

Project Team

Relevant experience of proposed personnel and firms; all content on this page should relate to the proposed project team.

Maximum 400 words and 1 page

Schedule

All content on this page should relate to the proposed schedule.

Maximum 1 page, no word limit

Budget

To include any portion of the project budget committed to any subconsultants; all content on this page should relate to the project budget.

Maximum 1 page, no word limit

SELECTION AND DISQUALIFICATION

Selection Process:

Selection Team – The Selection Team will consist of staff and planning commission from Woods Cross City, UTA, and the WFRC Project Manager.

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

- Arcadis
- CitiDesign
- Downtown Redevelopment Services
- Horrocks
- Landmark Design

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%

- Propose a schedule to give this project the attention it needs and complete it in a timely manner.

Disqualifications:

The Selection Team may disqualify a consultant team based on any of the following:

1. **Late Submission** – Any proposal received by the WFRC Project Manager after the deadline listed in the PRFP.
2. **Electronic Submission is required** – Submit electronically a PDF file containing all of the sections in the order presented in PRFP 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 (Utah Transit Authority, Governor’s Office of Economic Opportunity, Mountainland Association of Governments), or former staff involved in reviewing and awarding the project in consideration within six months of notifying the community of the project award.
4. **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 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 proposal when the intent of the PRFP process is violated.

Any proposals committing violations to 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.