

# City of West Jordan: 5600 W Old Bingham Hwy TRAX

## 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	City of West Jordan
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@wfr.org
Instructions	
Date Sending	February 21, 2023
Submission Deadline	<b>March 14, 2023 at 11:00 AM</b>
Scope	See page 2.
Budget	\$100,000 Total. For breakdown, see page 8.
Format Instructions	See page 9. The existing Pool Statements of Qualifications have 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><b>Proposals will not be accepted after the 11:00 AM deadline.</b></p>
Selection Process and Criteria, Disqualifications	See page 10.

# SCOPE OF WORK

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

## General Purpose

This station area plan will establish a vision and an implementation plan that are both optimal and appropriate for areas occurring approximately ½ mile from the **5600 West Old Bingham Highway** TRAX Station. 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. Said implementation 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 scope items:

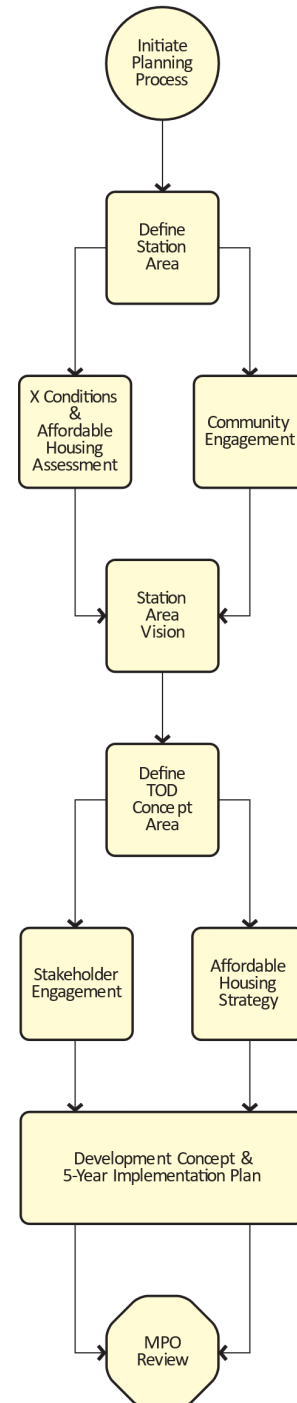
- Existing Conditions Analysis
- Community Engagement
- Housing Needs Assessment
- Station Area Vision
- Development Concept
- Implementation Plan

## Project Area

The plan boundaries of this station area plan will include areas approximately ½ from the existing **5600 West Old Bingham Highway** Station, which are deemed appropriate by the City of **West Jordan** (Exhibit A).

## Schedule

It is anticipated that this plan will be completed within approximately nine 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**

An affirming and expansive analysis of the staff-prepared existing conditions report for the station area, with the purpose of establishing an objective context. Said analysis will necessarily include an exhaustive analysis of parking demand, including an analysis of the appropriate capacity of UTA park & ride facilities, and identify the best way to incorporate and provide transit service to nearby employment centers.

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 area)
- 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 Area. 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 Area (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
- Stakeholder Workshops
- 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, business owners, commuters, 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 Clients 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 Area. 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). Finally, since South Jordan City has opted to not be a co-participant in this Station Area Plan process (but shall be a key stakeholder in this process), the Consultant will need to develop a sufficient component of its community engagement plan to engage and involve South Jordan City.

### Task 3: Station Area Vision

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

- opportunities and constraints related to the development of land within the station area under existing conditions
- Transportation system, including both infrastructure and services
- General land use patterns
- Commuter patterns and needs
- 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 area, 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 Area 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 Area 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 **West Jordan 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).

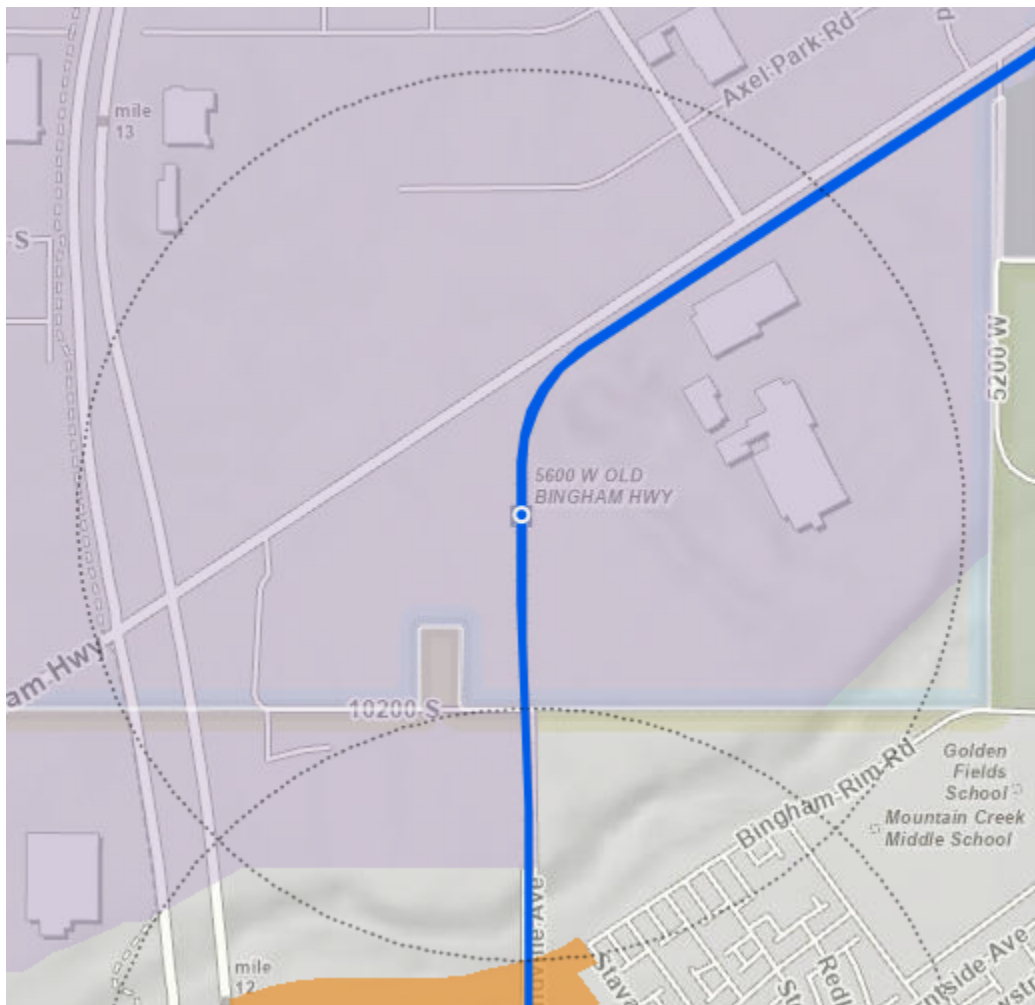
### Task 5: Implementation Plan

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 5600 West Old Bingham Highway



**BUDGET**

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Station Area Plan Award	\$100,000
<b>Total Budget</b>	<b>\$100,000</b>

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*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. 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 City of West Jordan staff, UTA staff, and the WFRC Project Manager.

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

- Design Workshop
- EPS
- First Forty Feet
- Kimley-Horn
- WSP

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 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, or former staff involved in SAP project awards within 6 months of project award announcement.

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.