

# West Valley City: Decker Lake, Redwood Junction, & River Trail TRAX Station Area Plan

## 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

<b>Project</b>	
Location	West Valley City
Work Discipline	Station Area Planning
<b>Project Manager Contact</b>	
WFRC Project Manager (PM)	Byron Head
PM Phone No.	801-363-4250 ext 1104
PM Email Address	bhead@wfr.org
<b>Instructions</b>	
Date Sending	March 18, 2024
Submission Deadline	<b>April 8, 2024 at 11:00 AM</b>
Scope	See page 2.
Budget	\$250,000 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><b>Proposals will not be accepted after the 11:00 AM deadline.</b></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.*

### **West Valley City Station Area Plan Scope**

#### Project Overview

The State of Utah requires West Valley City to have a Station Area Plan for the one-half mile radius area surrounding each light rail station within the City. One of the City's four light rail stations areas, West Valley Central, already has a station area plan adopted. The other three station areas – Decker Lake, Redwood Junction, and River Trail – do not have station area plans adopted. The primary purpose of this project is to develop a station area plan that complies with State law requirements for each of these three station areas. For reference, the State's station area plan requirements are found in Section 10-9a-403.1 of Utah Code.

Much of the land within these station areas is currently developed and includes many businesses. In planning for future development, it is imperative to retain and enhance job opportunities within existing commercial areas. The plan must also be market-feasible, addressing land values, development costs, market demand, or other constraints. Therefore, two major points of emphasis in each station area must be:

- How can the City retain or expand employment and other commercial opportunities while still considering housing?
- Is the recommended future development economically feasible?

State Code also requires that station area plans promote the following objectives within each station area:

- Increase the availability and affordability of housing, including moderate income housing;
- Promote sustainable environmental conditions;
- Enhance access to opportunities; and
- Increase transportation choices and connections.

#### Project Scope

The station area plan shall address the items in this scope of work for the area within a one-half mile radius of each of the three light rail station platforms. Any parcel bisected by the one-half mile radius shall be included in the station area plan. Property located outside of West Valley City does not need to be addressed in the station area plan.

#### Schedule

It is anticipated that the project will last at least 9 months and should not be longer than 12 months. This is to ensure that the plan is in place in time for the city to adopt the plan and submit it to the Wasatch Front Regional Council to review and certify before the statutory deadline.

#### Project Team

The Project Management Team will include the selected consultant, West Valley City planning staff, and the Wasatch Front Regional Council project manager. This body will meet regularly to ensure the project remains on scope, on schedule, and on budget.

The Steering Committee will include the Project Management Team, Utah Transit Authority staff, and other key stakeholders to be determined by the city. This body will meet to review and provide feedback on key deliverables throughout the project.

### Step 1: Existing Conditions Analysis

The selected consultant shall perform the following tasks for each station area:

1. Identify and describe the unique characteristics of each station area.
2. Review existing ordinances and plans applicable to each station area.
3. Identify and map existing land uses and building footprints. (West Valley City staff will provide building footprints that may need some updates).
4. Identify all development projects within each station area that are either under construction or entitled at some level but not yet constructed.
5. Together with city staff, review calls for both local and UTA transit police service data within each station area for the last two calendar years and identify trends and issues.
6. Describe existing transportation infrastructure, services, gaps, and barriers including active transportation.
7. In consultation with UTA, identify transit ridership trends for bus and light rail within each station area.
8. Provide an estimate of the number of existing housing units and jobs within each station area.
9. Identify and describe opportunities for the development of land, multimodal connectivity, transit access improvements, and open space within each station area under existing conditions. For this task, each parcel within the station area should be designated as one of the following three conditions:
  - a. likely to develop or redevelop within the next 5 years,
  - b. likely to develop or redevelop within the next 6 to 10 years, or
  - c. unlikely to develop or redevelop.
10. Identify and describe market conditions within each station area for retail, office, and housing. For the Decker Lake station area, also identify and describe the market conditions for hospitality and entertainment uses. For the Redwood Junction and River Trail station areas, also identify and describe the market conditions for industrial uses.
11. In conjunction with tasks 9 and 10 above, identify and describe constraints on the development of land within each station area under existing conditions including conditions that relate to existing development, entitlements, land ownership, land uses that make opportunities for new development and long-term redevelopment infeasible, environmental limitations, market readiness, development impediment conditions such as insufficient infrastructure, or other similar conditions.

### Step 1 Deliverable

The consultant shall provide a digital report in Microsoft Word or PDF format that summarizes the findings and analysis of each task, including defining opportunities and constraints to guide the planning process. Where GIS data is used to complete a task, the GIS data shall be included within the report submittal.

### Step 2: Community Engagement

The selected consultant shall provide the following opportunities for community engagement:

1. Conduct interviews with the appropriate staff from South Salt Lake, UTA, UDOT, and WFRC.
2. Develop and utilize an online survey or other digital engagement tool for property owners within each station area, City residents, and City business owners.
3. Hold at least one in-person community engagement meeting for each station area for property owners within each station area, City residents, and City business owners. Together with City staff, prepare and disseminate notifications for each meeting.

### Step 2 Deliverable

The consultant shall provide a report in Microsoft Word or PDF format that summarizes and analyzes the input received from the community engagement.

### Step 3: Station Area Vision

Using the information gathered from Tasks 1-2, the consultant shall develop a station area vision for each station area that includes the following components:

1. Objectives for the transportation system within the station area and the future transportation system that meets those objectives.
2. Objectives for land uses within the station area and the future land uses that meet those objectives.
3. Objectives for public and open spaces within the station area and the future public and open spaces that meet those objectives.
4. Objectives for the development of land within the station area and the future development standards that meet those objectives.
5. A map identifying areas where the station area plan does not apply. For those areas within the one-half mile radius that are excluded from the station area plan, the consultant shall justify the exclusions using the constraints identified in task 11 of Step 1: Existing Conditions Analysis.
6. A map identifying areas suitable for intensification or redevelopment, along with associated timing.

### Step 3 Deliverable

The consultant shall provide digital copies in Microsoft Word or PDF format of each station area vision meeting the requirements of Step 3. All GIS data used and/or generated throughout each Step shall be included in the final deliverable.

### Step 4: Station Area Concept Plan Alternatives

The selected consultant shall perform the following tasks:

1. Develop at least two development concepts for each station area that include:
  - a. a future land use map,
  - b. an estimate of jobs and housing units upon buildout of each concept,
  - c. a list of any transportation infrastructure changes needed to support the concept,
  - d. multimodal connectivity network improvements with an emphasis on walkability,
  - e. transit station access improvements,
  - f. public open space and placemaking enhancements.
2. Together with City staff, present the concepts to the Planning Commission and City Council for their input.

#### Step 4 Deliverable

The consultant shall provide digital copies of the development concepts described in Step 4.

#### Step 5: Preferred Concept and Implementation Plan

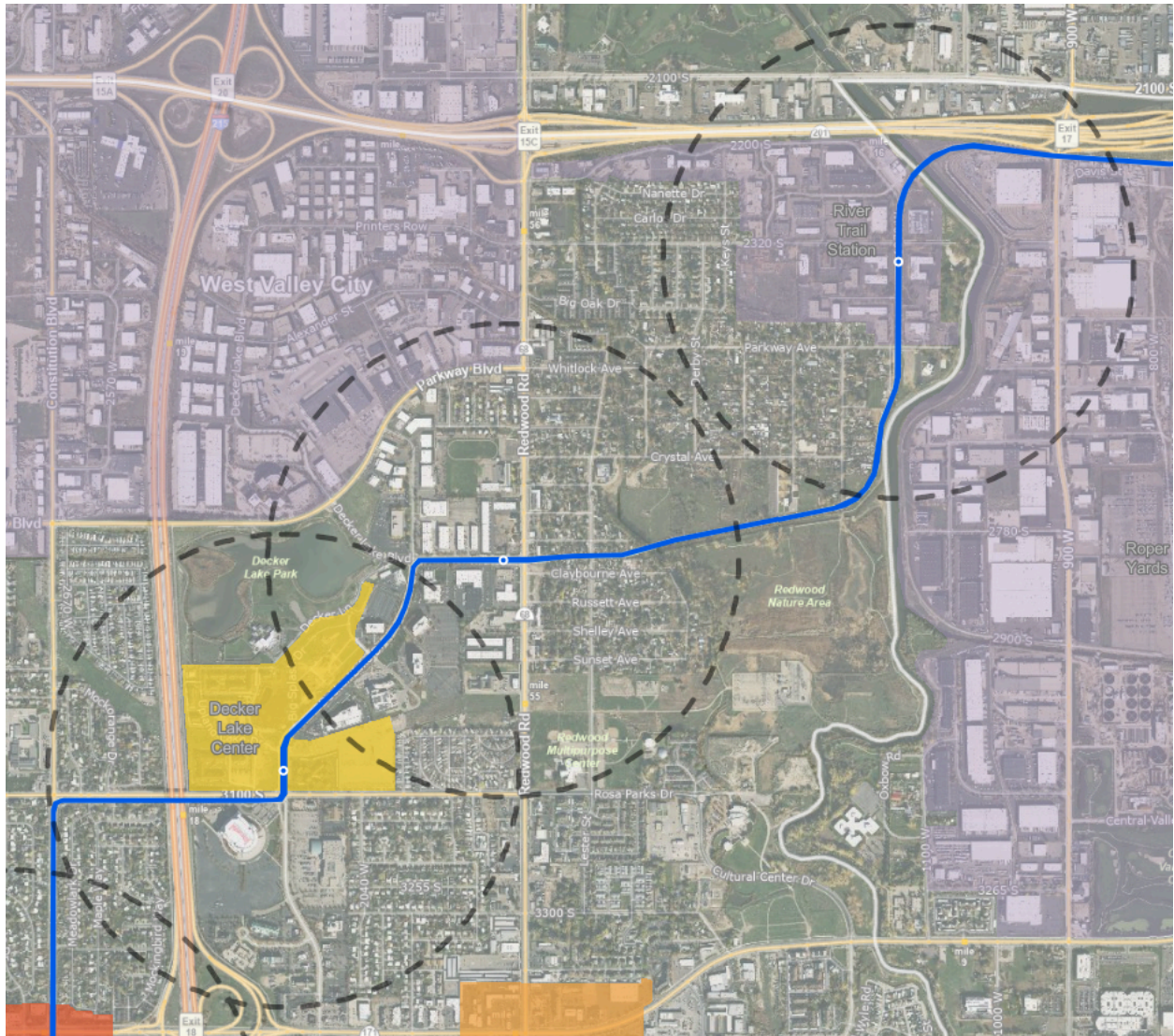
The selected consultant shall perform the following tasks:

1. Synthesizing input on the concepts developed in Step 4, develop a Preferred Alternative for each station area.
2. Create an implementation plan that identifies and describes each action needed within the next five years to implement the station area plan, and the party responsible for taking each action, including any actions to:
  - a. modify land use regulations,
  - b. make infrastructure improvements,
  - c. modify deeds or other relevant legal documents,
  - d. secure funding or develop funding strategies,
  - e. establish design standards for development within the station area,
  - f. provide environmental remediation,
  - g. propose catalytic implementation project(s) for the station area,
  - h. include cost estimates and required funding sources for proposed changes and improvements.
3. Create a map identifying desired future land uses and where each action from the implementation plan is needed. The preferred concept alternative for each station area shall provide clear direction for future development and improvements that reflect the vision and objectives established for the station area.
4. Draft a statement that explains how each station area plan promotes the following objectives:
  - a. increasing the availability and affordability of housing, including moderate income housing,
  - b. promoting sustainable environmental conditions,
  - c. enhancing access to opportunities, and
  - d. increasing transportation choices and connections.

#### Step 5 Deliverable

The consultant shall provide digital copies of the completed Station Area Plan, including consolidated deliverables from Steps 1-4, the Preferred Concept, the Implementation Plan, and the Statement of Compliance.

Attachment A: Station Area Map



**BUDGET**

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Station Area Plan Award	\$250,000
<b>Total Budget</b>	<b>\$250,000</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; 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 from West Valley City, UTA, and the WFRC Project Manager.

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

- GSBS Consulting
- Kimley-Horn and Associates, Inc.
- Leland Consulting Group
- Logan Simpson Design Inc.
- WSP USA Inc.

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 25%

- 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 25 %

- 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 40%

- Describe any experience of key personnel with Station Area Planning or Small Area Planning for transit stations.
- Describe any experience of key personnel with market analysis of development and redevelopment

Schedule: weighted 10 %

### 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.