January 11, 2013

TO: Prospective Bidder

City of Bryant
Monty Ledbetter
Public Works Director
1019 SW. 2nd St.
City of Bryant
Arkansas 72022

Re: Transportation Plan RFQ

Dear Sir or Madam:

The City of Bryant, Arkansas is requesting Statements of Qualifications from consulting firms to develop a Transportation Plan. RFQ's will be received by the City of Bryant, Arkansas Public Works Department until 4:00 P.M., local time, on the 15th day of February, 2013. RFQ's should be submitted to 210 S.W. 3rd St. Bryant, Ar 72022 and marked **RFQ for Transportation Plan**. A copy of the notice is available on the City website at www.cityofbryant.com. Questions regarding any aspect of the project should be sent by email to Monty Ledbetter at mledbetter@cityofbryant.com.

Sincerely,

Monty Ledbetter
Public Works Director

Notice of Request for Qualifications

Notice is hereby given that sealed Statements of Qualifications will be received by the City of Bryant, Ar Public Works Department until 4:00 P.M., local time, on the 18th day of January, 2013 for the following:

The City of Bryant, AR, is requesting a statement of qualifications from consulting firms to develop a Transportation Plan. The City will review all consultant qualifications received and evaluate firms on the basis of the needs and scope of this study. Based on their review, the Committee may select firms for interview or may only select a consultant that best meets the requirements of this RFQ with which to negotiate a contract for the conduct of the plan.

The City will utilize the information from this Transportation Plan to guide road, sidewalk and bicycle projects for the future.

Qualifications:

The consulting firm(s) will be expected to have a full range of professional services to support the development of a creative, functional and sustainable Transportation Plan. The team shall consist of multi-talented professionals in all facets of transportation including: route analysis, land use planning, traffic engineering, transportation planning, geographic information systems (GIS), complete streets, and pedestrian/bicycle modes of travel. The firm will be required to evaluate the existing conditions within the city limits, review any existing plans currently enforced by the City, and develop a sustainable future needs plan detailing the area, improvements needed and prioritization of those improvements. The Plan shall be concise, readable, and attractive and provide a usable strategy for the City of Bryant.

The firm selected must demonstrate the following: sustainable design standards with an emphasis on complete streets policies, leadership capabilities to manage and direct this project, and experience in developing and implementing transportation approaches while working collaboratively with the City of Bryant.

Goal:

The purpose of the project is to develop a strategic Transportation Plan that will improve mobility and safety for residents, commuters and visitors throughout the City of Bryant. Emphasis will be placed on studying the access issues, potential improvements to overall traffic flow, and operational improvements to the roadway system.

Overall goals of the study include, but are not limited to:

1. Improving safety.
2. Enhancing the integration and connectivity of the transportation system.
3. Improving accessibility, and mobility options including pedestrian and bicycle modes.
4. Protecting and enhancing the environment.
5. Examining and planning for future land uses and their transportation needs.
6. Supporting economic vitality.
7. Promoting efficient system management and operation.
8. Emphasizing the preservation/maintenance of the existing transportation system.

Scope of Work:

The following elements shall be considered the "scope of work" for the Transportation Plan for which summary reports shall be developed:

1. Review Existing Data and Analysis
2. Conduct Additional Gap Research and Analysis
3. Identify Conceptual Alternatives
4. Develop High Level Alternatives Cost Estimates and Funding Options
5. Quantitatively Compare and Evaluate Alternatives
6. Documentation and Presentation of Analysis and Final Report

Final Work Product Format:

The consultant shall be responsible for text, graphics and other visual communication techniques to undertake and document the Transportation Plan. The findings and conclusions shall be thoroughly documented in draft and final report form, in electronic and hard copy format. The consultant is expected to provide thorough documentation of all activities, interim products, technical findings, etc. during the entire corridor study process. The consultant shall also be available to conduct presentations and working sessions. All materials developed by the consultant will be the property of the City of Bryant, Arkansas.

Materials developed by the consultant that are to be provided to the City for review shall be done in a timely manner prior to each meeting, preferably a minimum of seven days prior to each meeting unless otherwise noted by the City.

Timeframe:

All work shall be completed within six (6) months after notice to proceed from the City of Bryant.

Submittal Requirements:

Your Statement of Qualifications shall include the following information:

1. Name, address and brief description of the firm;
2. Identification of the Project Manager including contact information and resume;
3. Resumes of key personnel to be assigned to the project including any subconsultants;
4. A narrative in regards to the firm's interest, particular abilities and qualifications/experience/ expertise related to the project not to exceed ten (10) pages;
5. Up to five (5) examples of other similar projects completed within the last five (5) years including name of client and summary of work accomplished;
6. List key personnel that were involved with the projects;
7. Contact information for references for similar projects from up to three (3) clients.

Evaluation Criteria:

Firms will be evaluated using the following criteria:

1. Ability to meet the schedule.
2. Work experience in transportation planning, traffic engineering, and land use planning and the professional certification of those individuals performing the work.
3. Ability to analyze road and pedestrian/bicyclist current and future needs and developing a creative, functional and sustainable implementation plan.
4. Demonstrated ability to work with the City Staff on the project.
5. Previous work experience with the City of Bryant.

Transmittal:

Five (5) Statement of Qualifications must be received by January 18, 2013 by 4:00 pm, local time, at City of Bryant, Department of Public Works, 1019 SW. 2nd St., City of Bryant, Arkansas 72022. Statements received after 4:00 pm on that day will be returned unopened. Statements shall be marked with: "Bryant Transportation Plan RFQ" on the front of the envelope.

The Department of Public Works of the City of Bryant, AK, reserves the right to reject any and/or all Statements of Qualifications and readvertise for the same and to waive informalities or errors in bidding.

Please direct questions in writing to Monty Ledbetter, Department of Public Works, at mledbetter@cityofbryant.com, or by mail at:

Public Works Director
1019 SW. 2nd St.
City of Bryant
Arkansas 72022