



Request for Qualifications (RFQ) Consultant Services to Undertake a Corridor Study For CT Route 229 in Bristol & Southington, CT

Intent

The Naugatuck Valley Council of Governments (NVCOG) intends to select one qualified multidisciplinary team to conduct a corridor study along CT Route 229 in Bristol and Southington, Connecticut related to the development of conceptual engineering drawings for spot improvements along the length of the corridor that will address safety and traffic flow concerns and provide for improved pedestrian, bicycle, and transit-user accessibility.

The Connecticut Department of Transportation (CTDOT) selected this corridor for study under its Corridor Study Program. The study will be overseen by a Project Advisory Committee comprising representatives from municipal governments, the communities, the NVCOG, the CRCOG, and the CTDOT.

Background and Purpose

CT Route 229 is a regional north-south arterial, connecting US Route 6, the recently improved CT Route 72, and I-84 in Southington. The project will analyze how changes to the connecting road network have led to increased congestion in certain areas and how persistent safety issues can be ameliorated.

Route 229 is characterized by a variety of typologies and traverses a variety of neighborhoods. North of Route 72, King Street is a two-lane road and adjacent land use is primarily residential. At Broad Street, Route 229 widens to six lanes before narrowing to five lanes south of the intersection with Route 72. The intersections of Middle Street and Route 72 and Middle Street and Pine Street/Mountain Road are of particular hazard due to high vehicle volumes, multiple lanes, and a large number of vehicles entering and exiting the roadway. This section of roadway is a hotspot for crashes, resulting in one fatality. South of Pine Street/Mountain Road, Route 229 becomes a four-lane undivided highway and remains four lanes until the Southington town line. Land use along this section consists of commercial and industrial uses and constitutes a regionally significant employment area. The region's largest employer, ESPN, is located on Middle Street, just north of the Southington town line. Additionally, the seasonal theme park, Lake Compounce, is accessed from Middle Street. There is a park-and-ride located at the intersection of Middle Street and Lake Avenue, which is serviced by CTfastrak. At the Southington town border, the road narrows to one southbound lane and is the site of recurring congestion. The road remains as such until roughly 1500 feet north of I-84 Interchange 31. Land use throughout this portion of the corridor is a mix of commercial and residential with several substantial business parks located in the close vicinity on intersecting streets.

This corridor stood out regionally for the number of crashes that occurred along it over the last 3 years. Pedestrians and cyclists were involved in a number of these crashes – including a number of crashes near Casey Field – indicating need for better pedestrian amenities. There are a large number of accidents taking place at intersections, including a large number of crashes involving turning traffic or front to rear accidents with slowing traffic. FHWA recognizes four-lane undivided highways as particularly prone to these types of crashes; however, the trend also holds true along the two-lane portions of this corridor as well. Reducing conflicts at intersections and points of ingress and egress throughout the corridor should also be pursued in the study.

From US Route 6 along King Street the purpose of the corridor study will be to identify strategies and develop plans that help the road handle the large volume of traffic, improve safety and preserve the residential character of the neighborhood. Between Broad Street and Pine Street/Mountain Road, the purpose of the study will be to identify strategies and develop plans to better accommodate and improve safety at the junction of the two major north/south and east/west arterials. Along Middle Street and West Street to I-84, the purpose of the study will be to identify strategies and develop plans to more safely accommodate the large volumes and higher speeds of commercial, industrial and commuting traffic entering and exiting the roadway.

Information & Inquiries:

Updates and amendments to this RFQ can be found at <http://nvcogct.org/content/vendors> or can be obtained by contacting the NVCOG directly. Interested consultants are responsible for monitoring updates and amendments.

All inquiries regarding this RFQ must be submitted in writing via email to Christian Meyer, Supervising Transportation Planner, at cmeyer@nvcogct.org

Questions will be responded to up to seven days before the RFQ response deadline. All questions and their responses will be posted at <http://nvcogct.org/content/vendors>. No contact with any other NVCOG staff, town personnel or project partner other than the authorized contact person is allowed until such time as an award has been made.

Submission Requirements:

By submitting a proposal in response to this RFQ, the prospective consultant represents that they have read, examined and understand the anticipated work as described in the Scope of Services and is capable of performing the work to achieve the objectives of this planned project.

Prospective consultant firm or team must be currently pre-qualified by the Connecticut Department of Transportation in a least one of the following categories: Traffic and Safety Engineering, Modal Transportation Planning Studies, or Highway Design.

Proposers are asked to submit responses in two parts: Letter of Interest and Technical Response.

The **Letter of Interest** must specify the following:

- The name and address of the consultant(s).
- General Information on the firm and any proposed sub-consultants
- The name, title, telephone number and email address of the individuals within the firm authorized to commit the company to this contract.
- The name, title, telephone number and email address of the individual NVCOG should contact regarding questions and clarifications.
- A statement that the Consultant's proposal will remain in effect for ninety (90) days after acceptance of the Consultant's proposal by NVCOG.

The **Technical Response** must contain a description of the consultant's proposed approach to performing the Scope of Services and demonstrate a commitment of sufficient staff resources with appropriate qualifications with specific reference to:

- Understanding and approach to Scope of Services.
- Description of any special services required.

- Description of services offered by the consulting firm or team that support the Scope of Services.
- Name and required services of any subcontractors, including those intended to be used to meet the required DBE or SBE goals established for this project.
- Resumes of key personnel proposed to work on the assignment with emphasis on relevant experience.
- A detailed organization chart.
- A description and status of comparable project experience.
- Three references from comparable types of projects.
- Pertinent examples of related work prepared by the consultant.

The proposer must provide six (6) paper copies and one (1) digital copy of their submission in a sealed envelope bearing on the outside the name of each firm, full address, and the date and time proposal is due. All submissions shall be clearly marked "CT 229 Corridor Study, Bristol & Southington, CT", and shall be delivered to:

Christian Meyer, Supervising Transportation Planner
 Naugatuck Valley Council of Governments
 49 Leavenworth Street, 3rd Floor
 Waterbury, CT 06702

The proposal must be received no later than 2:00 pm on Friday, December 13, 2019. Proposals received after the date and time prescribed shall not be considered.

Selection Process:

The NVCOG will follow a Qualifications Based Selection (QBS) process for selecting the preferred Consultant(s). Consultants or consortia of consultants will be asked to demonstrate expertise and experience in all skill areas that may be appropriate to the work required in the Scope of Services. All RFQs received will be reviewed and evaluated by the selection committee that may comprise representatives of the NVCOG, CRCOG and the municipalities of Bristol and Southington or other stakeholders. A minimum of three and up to five prospective consultants will be selected and requested to participate in an interview and presentation to the selection committee.

The proposals and consultants will be evaluated based on the following criteria:

- Corporate experience and capacity.
- Understanding of work to be performed.
- Project organization and staff commitment.
- Professional expertise of team.
- Prior experience relative to project.
- Completeness, feasibility and quality of scope of services and project schedule.
- Clarity and conciseness of presentation.

The selected consultant will be notified of their selection within 14 days from the culmination of the interview process and contract negotiations will commence immediately upon notification. A 30-day fee negotiation period will be provided for the selected consultant and NVCOG to finalize the contract fees, scope of service and agreement. The selection committee will develop an independent estimate for the defined scope of work prior to receipt or review of the most highly qualified consultant's cost proposal.

The independent estimate shall serve as the basis for negotiations of the fee for services. At the end of the 60-day negotiation period, the contract shall be awarded. If a negotiated fee cannot be mutually agreed to by both parties, the NVCOG will terminate negotiation and begin negotiation with the second ranked firm.

The firm awarded the contract as a result of being pre-qualified under this RFQ, must meet all Municipal, State and Federal affirmative action and equal employment opportunity practices. This will include compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity," Department of Labor."

Other Requirements:

Freedom of Information

Respondents are advised that any and all materials submitted in response to this RFQ shall become the sole property of NVCOG and shall be subject to the provisions of Section 1-210 of the Connecticut General Statutes (re: Freedom of Information).

Incurred Costs

This RFQ does not commit the NVCOG or any of its Municipalities to award a contract or to pay any costs incurred in the preparation of a response to this request. Neither the NVCOG nor its member municipalities will be liable in any way for any costs incurred by respondents in replying to this RFQ.

Insurance

The NVCOG requires Consultants to provide and maintain adequate professional liability for errors and omissions in the minimum amount of Two Million Dollars (\$2,000,000) and automobile liability insurance in the minimum amount of One Million Dollars (\$1,000,000). The Consultant(s) and subcontractors shall carry workman's compensation insurance. Proof of adequate insurance must be included in the bid application.

Personnel

The Contractor shall provide the professional services identified in this Scope of Services and requested by the NVCOG. The proposal must identify the person or persons who will be responsible for conducting the work as listed in this scope of services, and include a copy of each person's resume, experiences with municipal/government clients and listing of references.

The NVCOG is requesting that a senior experienced person be the primary representative for your firm in actually performing the services.

Length of Service

It is expected that the agreement and work covered by this RFQ and Scope of Services shall extend for one year from the date of execution of an agreement between the NVCOG and the consulting firm or team with an NVCOG option to extend the agreement by one year. No delivery of services shall start without written contract issued by the NVCOG.

Contract/ Agreement

The successful bidder shall enter into a contract with the NVCOG and agree to abide by all state and federal contractual requirements. By signing the agreement with the NVCOG, the Consultant agrees to perform work as specified in the Scope of Services and accepts the terms and conditions set forth in the contract.

Acceptance or Rejection by the NVCOG

The NVCOG reserves the right to accept or reject any or all responses submitted for consideration, to waive any informalities and/or technicalities, or to negotiate separately in any manner necessary to serve the best interests of the NVCOG. Respondents whose responses are not accepted shall be notified in writing.

Amending or Canceling RFQ

The NVCOG reserves the right to amend or cancel this RFQ, prior to the due date and time, if it is deemed to be in its best interest to do so.

Affirmative Action

The NVCOG and its member municipalities participating in this RFQ are equal opportunity employers and require an affirmative action policy from all consultants as a condition of doing business with the NVCOG or its member municipalities, as per Federal Order 11246. By responding to this RFQ, all consultants agree to this condition of doing business with the NVCOG or its member municipalities and, should they choose to audit for compliance, the consultant agrees to cooperate fully.

Disadvantaged Business Enterprise (DBE)/Small Business Enterprise (SBE)

It is the policy of NVCOG to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit a proposal and selection will be based on and conditioned upon satisfying the requirements described in this RFQ and Scope of Services. These requirements apply to all proposers, including those who qualify as a DBE or SBE. Contracts awarded under this RFQ will be required to meet state and regional DBE or SBE goals.

Scope of Services: CT Route 229, Bristol and Southington, CT

Task 1: Project Advisory Committee

A Project Advisory Committee (PAC) will be formed to provide oversight, direction for the study and monitor the planning process. The PAC will comprise government, business, and civic representatives from the communities. The Connecticut Department of Transportation will be invited to participate on the PAC. The Project Consultant will participate in PAC meetings, share documents and coordinate PAC activities.

The PAC will inform discussions on current corridor conditions, corridor improvements, and transit options. The NVCOG will be responsible for managing the following activities of the PAC:

- Set study goals and objectives
- Facilitate PAC meetings and provide guidance and direction for the study
- Work program development
- Set PAC meeting agendas, prepare meeting material and documents
- Prepare meeting minutes

Project Consultant Tasks:

Task 1A: Participate in up to three PAC Meetings.

Task 1B: Prepare presentations and display boards.

Task 1C: Present findings and lead discussion on existing conditions at PAC meeting

Task 1D: Present preliminary engineering study findings and recommendations and lead discussion at PAC meeting.

Task 1E: Set up correspondence/communications tools.

Project Consultant Deliverables:

- Present deliverables to PAC
- Up to three Power Point presentations to PAC of findings and recommendations

Note: all deliverables for this study – reports, documents, technical memoranda – will be provided in electronic files in a MS Word format. Data files will be in MS Excel format.

Task 2: Public Outreach & Engagement

The project consultant will initiate and assist NVCOG in conducting a proactive public outreach and engagement process. The purpose of this task is to engage the public in a discussion regarding the future of the corridor and how future improvements to the roadway can better and more safely integrate user needs. As part of this task, the project consultant will interview community stakeholders, including regionally significant employers such as ESPN, and conduct two public information meetings. Information, documents, and plans relating to the project will be posted to a project website.

The NVCOG will develop and maintain a project webpage on its website.

Project Consultant Tasks:

Task 2A: Develop Public Outreach and Engagement Plan.

Task 2B: Conduct three public outreach meetings, including one meeting in Bristol and one meeting in Southington. The third meeting will be held at a central location to present final recommendations.

Task 2C: Prepare project summary and information brochure.

Task 2D: Prepare an on-line survey for the project to solicit input and comment.

Task 2E: Prepare presentation materials, including display board

Task 2F: Prepare PowerPoint presentation for public information meeting.

Task 2G: Prepare draft meeting notes for public meeting; NVCOG to review and approve before finalizing.

Project Consultant Deliverables:

- Public Outreach Plan
- Three Public Information Meetings
- Meeting summary and notes

Task 3: Data Collection and Analysis of Existing Conditions

The proposed study area is Route 229 from US Route 6 in Bristol to I-84 in Southington. Traffic, transit, and pedestrian data will be compiled for the study area. Where necessary additional data will be gathered or generated to develop the necessary models needed to evaluate operations within the corridor.

Task 3A: Within the study area, identify existing transportation facilities and infrastructure, including: intersections, lanes, points of access, vertical restrictions, pedestrian facilities, sidewalks, sidewalk gaps, existing traffic lights, transit services, bus stops, cyclist facilities, residential density within the corridor, employment density within the corridor, north-south connectivity, and roadway widths.

Task 3B: Gather data on safety, non-motorized usage, transit services, ridership, AADT, intersection turn movements, roadway capacity, commuter lot usage, and volume throughout the corridor.

Task 3C: Review past studies related to the corridor: US Route 6 Corridor Study; Municipal POCD; CRCOG CSA.

Task 3D: Interview community stakeholders for first hand insight into the strengths and weaknesses of the corridor.

Task 3E: Place corridor within the context of other planning initiatives: Improvements to Route 72, CTfastrak, existing stakeholders including ESPN, new industries moving into the corridor, US Route 6 improvements, ongoing economic development.

Task 3F: Identify current traffic operations including north-south connectivity with major intersecting routes (I-84, Route 72, US Route 6).

Task 3G: Develop traffic models to simulate existing and future traffic operations, identify levels of service throughout the corridor and forecast future growth.

Task 3H: Determine inter-municipal travel and journey-to-work patterns within the study area corridors.

Task 3I: Determine travel times and speeds via transit (where applicable) and highway modes over the length of the corridor and at and between key intermediate point.

Task 3J: Identify existing "places," including cultural landmarks, historically significant buildings, and other frequented locations.

Project Consultant Deliverables

- Inventory of transportation facilities and infrastructure
- Existing conditions technical memo
- Travel patterns through corridor
- Level of service at each intersection in corridor

Task 4: Alternatives Analysis

The project consultant will develop preferred alternatives that balance safety and placemaking improvements with high traffic volumes and a diversity of commercial users throughout the corridor. Recommendations will be provided for spot improvements along the corridor and preliminary drawings will accompany preferred alternatives. Special focus will be given to the intersection of US Route 6, the intersection with Route 72/Mountain Road and the section of roadway at the Bristol-Southington town line where the road narrows from four lanes to two lanes.

Project Consultant Tasks

Task 4A: Develop alternative recommendations for spot improvements to intersections, additional traffic signals, improved traffic signal timing (intersection of note: Broad Street and Lake Avenue) and adjoining streets along the corridor with the purpose of improving safety and traffic flow with particular focus on access control.

Task 4B: Develop corridor-wide and spot improvement concept drawings for preferred alternatives.

Task 4C: Develop corridor-wide plan for pedestrian facilities with particular focus to areas near Casey fields (ADA needs, accommodating pedestrian cross walks, bike paths...). Include a priority plan for filling sidewalk gaps along corridor.

Task 4D: Develop corridor-wide capital plan for new or enhanced transit services (new/realigned routes and increased frequency) and amenities (pull offs, new stops, shelters...). Include discussion of commuter lot addressing any unmet demand or the addition of electric charging facilities.

Task 4E: Develop corridor-wide plan for bicycle facilities. Emphasis areas include the connectivity between Riverside Avenue and Lake Avenue (Bristol) and Town Line Road and Route 229 (Southington).

Task 4F: Identify opportunities to improve safety and or placemaking including the addition or removal of traffic signals.

Project Consultant Deliverables

- Report on preferred alternatives
- Concept drawings for each preferred alternative

Task 5: Future Development

A market analysis for future development along the corridor will be conducted to identify opportunities for real estate development and place making. The analysis should include where revisions to current zoning should be considered.

Project Consultant Tasks

Task 5A: Evaluation of land use patterns and zoning districts along the corridor and provide recommendations to increase economic development. Identify how to incorporate new development on proposed economic development sites into the existing roadway.

Task 5B: Real estate market analysis.

Task 5C: Economic impact analysis.

Task 5D: Evaluate opportunities for mounting data/telecommunication equipment to utility poles.

Project Consultant Deliverables

- Report on land use, real estate development and economic development potential