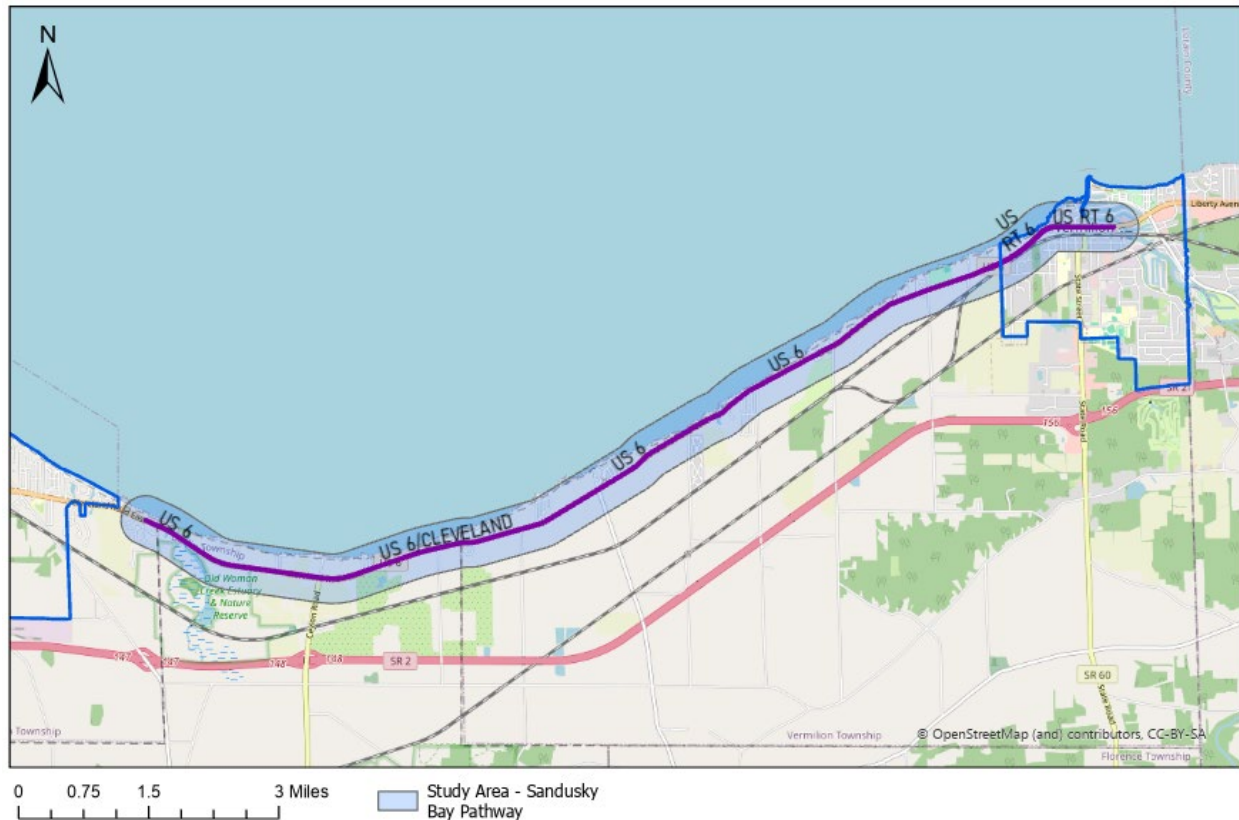


# NOTICE OF REQUEST FOR TRANSPORTATION PLANNING SERVICES

The Erie Regional Planning Commission wishes to obtain transportation planning services for the following project:

## US 6 CORRIDOR PLANNING STUDY

The Erie County Regional Planning Commission (ERPC) and its core partners – the Ohio Department of Transportation, City of Huron, City of Vermilion, Huron Township, Berlin Township and Vermilion Township, are seeking proposals from consultants experienced in the field of transportation planning, for the purposes of conducting a transportation study and implementation plan for multi-modal transportation improvements along the US 6 Corridor from the terminus of Heron Drive in Huron to the terminus of W. River Road in Vermilion. Attached is a copy of the Scope of Work detailing specific requirements expected from the retained consultant.



Procurement of these services shall be in conformity with the applicable laws and regulations of the State of Ohio and applicable federal agencies. All consultants interested in being considered for this project should submit a proposal detailing qualifications, technical expertise, cost for services, management and staffing capabilities and related prior experience. The goal of the competitive procurement process is to objectively select the firm who will provide the highest

quality of service at a realistic fee. Accordingly, technical qualifications as well as related prior experience will be weighed heavily. Due date for study completion is June 30, 2026.

### **PRE-SUBMITTAL CONFERENCE**

A pre-submittal conference will be held at 1:00 p.m. on October 18, 2024 in the second floor conference room at the Erie County Services Center, 2900 Columbus Avenue, Sandusky, Ohio.

Erie County Regional Planning will be on hand to answer questions regarding this request for proposals. Questions and answers will be recorded at the pre-submittal conference and then posted on the ERPC website as a follow-up to the meeting. All questions pertaining to this request for proposals should be asked at the pre-submittal conference; ERPC will not accept any questions regarding the proposal after the pre-submittal conference is held.

For information on this request for proposals contact Kevin Cannon, Transportation Planner at (419) 627-7652. Proposals are due no later than November 1st, 2024 at 4:30 p.m. to Tim King, Director, Erie County Regional Planning Department, 2900 Columbus Avenue, Sandusky, Ohio 44870. Include five (5) copies of your submitted proposal. The submittal should include a letter of interest stating which project(s) you want to be considered for and your office(s) location/address.

Attention is directed to the fact that the transportation study will be developed in cooperation with the Ohio Department of Transportation and Erie Regional Planning Commission and that all work will be performed in accordance with the regulations issued by these agencies. The selected firm will be required to comply with Title VI of the Civil Rights Act of 1964, Executive Order 11246, Conflict of Interest Statement and Access to Records provisions. A 10% Disadvantaged Business Enterprise (DBE) goal has been established for this project.

The Erie Regional Planning Commission will afford full opportunity for minority and woman-owned business enterprises to submit a show of interest in response to the invitation and will not discriminate against any firm or individual on the grounds of race, creed, color, sex, age, handicap status or national origin in the contract award.

ERPC will follow competitive negotiation procurement procedures. ERPC reserves the right to reject any or all proposals and to accept any proposals deemed most favorable to ERPC.

### **SELECTION CRITERIA**

Proposals will be reviewed and evaluated by ERPC based on the following criteria:

1. Company experience and qualifications.
2. Proposed project staff's qualifications and experience including experience coordinating governmental agencies and public involvement planning/public outreach.
3. Outline of the project approach.
4. References.
5. Reputation for effective project management services with established internal policies and procedures.
6. History of effective schedule and budget management for projects of similar scale and complexity.

7. Professional qualifications of individuals assigned to the project.
8. Current work schedule availability.

After the review and evaluation of the proposals, ERPC may conduct interviews. Finalists chosen for interviews will be notified, if applicable, ERPC reserves the right to award a contract based upon the written proposals received without additional discussion or negotiations. The selection process will evaluate each firm's proposal based upon the criteria stated above. The highest ranking firm will be selected for fee negotiations. If agreement cannot be reached, the next highest-ranking firm will be engaged in negotiations.

#### **INSURANCE AND WORKERS' COMPENSATION REQUIREMENTS**

Successful respondent must provide County requirements for insurance and workers' compensation during the negotiation process.

**ERIE COUNTY MPO**  
**US 6 CORRIDOR PHASE 2 PLANNING STUDY**  
**CONSULTING SERVICES SELECTION RATING FORM**  
**RECEIVED BY NOVEMBER 1, 2024**

Consultant Name: \_\_\_\_\_

		POINTS AVAILABLE	RATING
1.	Experience in the administration of transportation planning study projects and other Federal Programs	30	
2.	Professional Qualifications of the Firm and of Key Personnel.	10	
3.	Familiarity of the Firm with the type of services to be performed.	10	
4.	Past Record of Performance of Contracts related to projects of similar services.	10	
5.	Past Record of Performance in Relation to Engineering Services on Federal and State Programs.	10	
6.	Ability or Capacity of the Firm to perform work within the time limitation, taking into consideration the current planned workload of the Firm.	10	
7.	Experience of Firm with administration of public involvement planning/public outreach	20	
	TOTAL	100	

The County has the right to interview any or all consultants and select the firm based upon review and analysis of the submitted written quotes. The County will enter into a contract with the responsible offeror whose qualifications will be most advantageous to the County and subject to negotiation and fair and reasonable compensation with responsible offeror.

# **US 6 Corridor Phase 2 Planning Study**

## **Scope of Work**

### **Project Description**

This transportation planning study will examine existing transportation conditions and evaluate transportation alternatives for the US 6 Corridor from Heron Drive Terminus (US 6) in the City of Huron east to W. River Road in the City of Vermilion.

### **Project Start-up**

Consultant will attend one kick-off meeting at the Erie Regional Planning Commission (ERPC) office with the appropriate agencies. Consultant will prepare meeting minutes and distribute minutes to all attendees.

### **Project Initiation**

Consultant will inventory transportation geometric features, deficiencies, facilities and possible fatal flaws along the corridor. Photos to be taken at all important locations. During the field review, the consultant will note obvious environmental and transportation issues that may be areas of concern as future project(s) progress under the Project Development Process (PDP), including locations that may entail additional study, coordination, design, right-of-way, or construction cost.

Consultant will compile Geographic Information Systems (GIS) mapping for the study area utilizing available data to include existing transportation facilities, land use, general socio economic information, and related conditions such as utilities, rail lines, environmental, and geological features. Maps will be developed to the scale and level of detail to allow for update and refining during the various phases in the Project Development Process (PDP). Base mapping will identify the study area, logical termini and the extent and limits of alternatives.

### **Develop Purpose and Need**

Consultant to develop a Purpose and Need (P&N) statement based on the technical studies, analyses, stakeholder discussions, logical termini determination, and the Existing and Future Conditions Analysis (as applicable). The P&N statement will be detailed enough to qualitatively and quantitatively define the transportation problems and establish the need for the potential project. The statement will evolve throughout the project's development and will provide screening criteria against which future alternatives can be developed, evaluated, and eliminated.

### **Existing Data, Research and Analysis**

Consultant will gather existing transportation and land use plan data from ERPC, ODOT District 3, the Erie County Engineers Office, the City of Huron, Berlin Township, Huron Township, Vermilion Township and the City of Vermilion to take into consideration planned and recently completed roadway improvements.

In the case where previous or existing studies have been conducted consultant will review the work and summarize the conclusions and recommended solutions from those studies. A review of the available information will be completed to determine what the existing studies can bring to this project. This will aid in determining what data will need to be collected as original research and help to develop a thorough understanding of the existing travel patterns and system performance. The review will also identify transportation solutions that have been identified for the area in the past. This analysis will help to define the problems facing the study area.

### **Pedestrian and Bikeways**

Consultant will review the extension of ‘Sandusky Bay Pathway’ from its future terminus at Heron Drive in Huron, and examine and provide planning level cost estimates for the Sandusky Bay Pathway to continue into downtown Vermilion. Analysis will include the project area for pedestrian and bikeway problem areas and possible safety and connectivity improvements. A field review should be completed identifying multimodal considerations through the corridor. Consultant to include available bicycle and pedestrian plans as source documents for this evaluation, and provide planning level cost benefit analysis on the extension of the pathway.

### **Transit**

Consultant will identify and include all current and proposed transit facilities in the project area into the plan through GIS data and coordination with the local transit provider.

### **Roadway Deficiencies**

Consultant will review roadway deficiencies in the project area for possible fatal flaws and effects on future traffic increases. “Roadway deficiencies” include sight distance problems, lane widths, shoulder widths, or horizontal curvature that may negatively impact future traffic considerations. A field investigation should be completed, including notations and photos of obstructions within clear zone, areas identified as a roadway deficiency, and a detailed signing inventory.

Existing Conditions Diagrams will be prepared which summarize available lane and shoulder width information as well as documenting the existing signage and traffic control throughout the study corridor.

Consultant will review the existing pavement markings and signage along the corridor. If changes are needed to be in compliance with the current standards, these recommendations are to be included within the report.

### **Crash Analysis**

Consultant to review crash history of the study area for the last three crash years (currently 2023-2021). This includes the creation of collision diagrams, evaluation of potential countermeasures, appropriate crash calculations utilizing the ODOT GCAT and CAM Tool as well as complete Rate of Return Calculations. As part of the crash analysis, access management should be evaluated based upon operational issues and historical crash locations.

### **Turning Movement Counts at Intersections**

Consultant to obtain turning movement counts during both the tourist season (May through October) and non-tourist seasons (November through April) from 7-9 am and 4-6 pm on an average weekday (Tuesday-Thursday) but not necessarily the same day. ERPC reserves the right to request weekend counts as well. Classification of vehicles (Cars and Trucks) will be performed. Bicyclists and pedestrians also to be counted.

### **Tube Counts**

Consultant to obtain twenty-four hour volume, classification, and speed data counts in the study area. Data for all 24 hours will be taken on a typical weekday (Tuesday-Thursday). ERPC reserves the right to request weekend counts as well.

### **Planning Level Traffic**

Consultant will use count data collected to develop planning level traffic per ODOT's Certified Traffic Design Manual. Consultant should work with ERPC to determine a growth rate in order to grow existing year traffic to Opening Year and Design Year traffic. Consultant to prepare certified traffic application package and submit to ODOT Central Office through ODOT District 3. Package to include Existing Year, Opening Year and Design Year traffic volume plates and certified traffic application, and include no-build conditions for the corridor. This will allow for future studies and projects to move forward without delay.

### **Capacity Analysis**

The capacity analysis will identify capacity deficiencies along the corridor. Consultant will perform HCS capacity analysis of intersections under current No Build conditions, and work to identify intersections and roadway segments that may be impacted by congestion and travel time reliability issues in Opening Year and Design Year traffic.

### **Development of Feasible Alternatives**

Consultant to identify and develop three conceptual alternatives for improvements along the corridor and provide planning level cost estimates for improvements associated with each alternative (include ROW, Utilities). Impacts on ROW, Local Access, Local Travel Patterns, and Consistency with local plans should be included as recommendations for consideration in any future project(s). Consultant to provide an overlay of conceptual design and environmental red flags within the proposed corridor utilizing available orthographic imagery and GIS data from the Erie County auditor.

The concept design and environmental issues include the following:

- Conceptual alignments
- Conceptual corridor widths
- Conceptual bridge structure locations
- Conceptual interchange/crossing locations
- Conceptual and existing bicycle and pedestrian facilities
- Existing right of way
- Railroads
- Side roads
- Major above-ground utilities
- Existing residential and commercial structures
- Environmental red flag summary - such as cemeteries, wetlands, historic properties, and parks.

### **Existing and Future Conditions Report**

Consultant will create an Existing and Future Conditions Report and will submit a draft report for review and comment to ERPC and ODOT District 3. Consultant will provide one round of review and comment, and Consultant will address comments and submit a final report. The report will be reviewed and all comments addressed prior to one electronic copy and six hard copies being submitted to ERPC and two hard copies to ODOT District 3.

### **Stakeholder Involvement and Public Involvement Plan**

Consultant will prepare a Public Involvement Plan (PIP) that will describe the approach to incorporate stakeholders into the Project Development Process (PDP). It will:

- Define and describe the public involvement activities and publications for each phase of the PDP
- Define the strategy to gather information, ideas and opinions from stakeholders



- Explain how the ideas will be incorporated into the PDP decision-making process
- Identify the actions and approaches to inform stakeholders about the issues being studied
- Identify responsibilities for managing and implementing public involvement, and
- Clarify the mechanisms for implementing the PIP during the PDP.

The PIP will be developed early in the PDP and project stakeholders will be involved in how it is refined.

Associated with this task Consultant to attend two Public Involvement Meetings; one held prior to the development of feasible alternatives and the other to be held after feasible alternatives are developed. There will be no more than four consultant attendees at the meeting. Consultant to prepare/print handouts, comment sheets, and sign-in sheets for the Public meeting; record and document proceedings of the public involvement meeting and write a summary of the meeting including an outline of all comments received. All exhibits for display at the Public meetings will be prepared by the consultant and include media advisory, fact sheet, brief handout of the study and preliminary findings, and PowerPoint presentation.

### **Stakeholder Contact Database**

Consultant will develop a comprehensive database of all potential and confirmed stakeholders in the project area. The database to be submitted to ERPC in electronic format.

### **Project Management**

#### **Meetings**

In addition to the kick-off meeting with ERPC and appropriate agencies, consultant to attend two additional project meetings during study development, and hold at least one stakeholder workshop to review alternatives. Also, consultant to give final presentation to the relevant County Commissioners and to the MPO Policy Committee upon plan completion. At each meeting Consultant to provide a meeting agenda, prepare meeting minutes, and distribute minutes to all attendees.

#### **General Oversight**

Consultant will provide general oversight and project management during plan development in conjunction with meetings conducted. Consultant will update the project schedule as needed and consider issues that may change the project scope, schedule and budget. Consultant will communicate all issues to the stakeholders and ERPC management. Day to day project management and administration activities will be performed to guide the project through the requirements. Activities include:

- Provide project schedule and update as needed.
- Tracking and managing the project budget and tasks.

- Maintaining project files.
- Coordination with ERPC staff.
- Processing invoices.
- Submitting monthly progress reports to ERPC.
- Monitoring the quality of the work and deliverables for each task.