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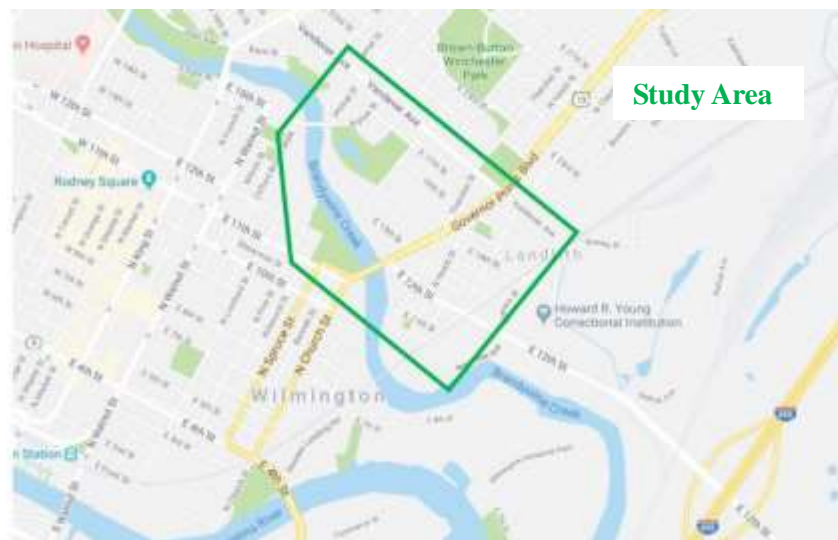
REQUEST FOR PROPOSALS 12th Street Connector Alignment Study

INTRODUCTION AND STUDY AREA

The City of Wilmington (Delaware) Department of Planning and Development, the Wilmington Area Planning Council (WILMAPCO) and the Delaware Department of Transportation (DelDOT) are seeking proposals for the 12th Street Connector Alignment Project.

Concepts to improve access to Wilmington's Central Business District from I-495 via the 12th Street corridor have been contemplated for over 30 years. In 2004, the most recent concept envisioned this connection to also provide access to the Brandywine Creek. In recent years, Wilmington has seen growth and development centered along its two principal waterways, the Christina River and the Brandywine Creek. Expanding access to these riverfronts is essential for the City to continue this growth, and creating connections from existing neighborhoods to the waterways also provides recreational opportunities for residents.

The purpose of this project is to evaluate and recommend the optimal location and design for the proposed 12th Street Connector. This roadway will provide a more direct route for access from I-495 to downtown, redirect current traffic from Price's Run, Riverside and East Side neighborhoods, and create multimodal connections for residents to access the Brandywine Riverfront. The concept will generate economic development opportunities by opening new land in the vicinity of and along the Brandywine Creek while providing the necessary roadway improvements to reduce neighborhood congestion and make the area more bicycle and pedestrian friendly. This study will be conducted in partnership with the City of Wilmington, DelDOT and key stakeholders.



GOALS AND OBJECTIVES

Goals for this project can be developed by building upon the work completed in the 2004 study for the 12th Street Connector. Technical analysis from that report developed four areas of need to be addressed by the project:

System linkage: The street system in the project area is incomplete and discontinuous. 14th Street is currently closed off through the Diamond State Salvage site, while 13th Street ends at Church Street. A major connection to the CBD and the northwestern part of the City from the I-495 interchange through the study area is Vandever Avenue. Vandever Avenue is a residential street for most of its length, with parking on both sides of the roadway. In its current form and function, Vandever Avenue is a poor corridor for traffic destined for the CBD and further to the west. A new 12th Street Connector would provide this link.

Access to the City of Wilmington CBD: Approximately nine in ten trips between I-495 and the CBD of Wilmington using the 12th Street corridor cross the 11th Street Bridge and travel through the Eastside neighborhood. This places a high demand on this route, which results in overburdening a residential community with through traffic, as well as the underutilization of the 16th Street Bridge which could provide an alternative for vehicle access to the northern sections of the CBD. A new 12th Street Connector would provide CBD access and relieve the burden on the local, more residential neighborhood.

Operational Conditions: In 2004, the intersection of Northeast Boulevard and 12th Street operated with an overall Level of Service D and with the westbound approach failing (Level of Service F). This intersection operation has not improved and must be analyzed as part of this study. A new roadway will help improve congestion with or without future development.

Economic Development: In the past few years, the City's waterfront along the Christina River has enjoyed redevelopment success. This type of development of the waterfront properties along the Brandywine Creek, replicated at a smaller scale, is part of the City's vision. The properties in the project area are some of the last waterfront properties remaining in the City of Wilmington and possess great market potential - they have great views of downtown and Brandywine Creek, but they lack strong connections to the transit and highway network.

This project will build upon past studies to evaluate existing alternatives while also accounting for recent changes to the transportation network and the surrounding neighborhoods to develop the most suitable roadway design.

This project will include a PEL Study. Before the environmental and design phases of the project begin, a Planning and Environmental Linkages (PEL) Study is desired to define a vision for the 12th St Connector, taking into account the greater area and its circulation patterns. PEL Studies are a collaborative and integrated approach to transportation decision-making that: 1) consider environmental, community, and economic goals early

in the planning process; and 2) use information, analyses, and products developed during planning to inform the National Environmental Policy Act (NEPA) review process. PEL Studies are an FHWA initiative to help make more informed project-level decisions and shorten project delivery time, and follow provisions set forth in 23 U.S.C. 168(b)(1)(A) and associated regulations under 23 CFR 450.212(d) and 450.31(e).

PLANNING PARTNERS

WILMAPCO will be responsible for administering the study. The Project Management Committee will be composed of the Wilmington Initiatives Management and Technical Committee members, and will collaborate on developing the 12th Street Connector Alignment Project:

- Wilmington Area Planning Council (WILMAPCO)
- City of Wilmington
- Delaware Department of Transportation

An Advisory Committee of civic and business stakeholders will provide input on issues, opportunities and constraints, and will review draft alignments. Membership on the Advisory Committee will include representatives from the Wilmington Initiatives Steering Committee.

TASKS

Task 1: Identify Issues, Opportunities and Constraints

This task will be completed by WILMAPCO staff. Data will be collected for the planning partners review. This review will include analysis and mapping of existing conditions data including:

- Zoning
- Existing and planned land use
- Demographics
- Transportation facilities
- Traffic conditions (i.e. congestion, intersection LOS)
- Environmental resources, including: parks, wetlands, brownfields, floodplain, sea-level rise, etc.
- Community, cultural and social resources

Deliverables – map series detailing existing conditions and constraints.



SCOPE OF WORK FOR CONSULTANT SERVICES

Task 2: Support the Project Management Committee (PMC)

This group will be made up of partners represented on the Wilmington Initiatives Management and Technical Committees, and will guide the planning effort and be responsible for the evaluation of generated plans and final recommendations. An Advisory Committee (AC) may also be considered to assist in the public outreach process and to incorporate a larger group of stakeholders into the process.

Deliverables: Attendance at PMC/WI meetings. Notes from PMC comments on study documents. Six to ten meetings may be expected if an AC is established.

Task 3: Develop Alignment Alternatives

Review previous work on the 12th Street Connector completed in 2003 (Century Engineering) and 2004 (Urban Engineers). Alternatives will be re-evaluated utilizing new data/demographics and current conditions. New alignments will be developed based on current conditions and input from partners and stakeholders.

Alternatives will be tested with a land use and transportation model to determine the most effective alignment. Analysis will include impacts on identified criteria, such as: existing structures, environmental concerns, developable land, current street network, etc. See below for recommended alternative 2B from 2004 study:



Deliverables – map series detailing proposed alternatives. Results of analysis on all alternatives.

Task 4: Determine Preferred Route Alignment

Identify preferred alignment for the 12th Street Connector. Develop cost estimates for design and construction of preferred concept. Develop recommendations for adjacent land use and development, environmental considerations, multi-modal traffic circulation and transit considerations, and recreational opportunities.

Deliverables – Draft report with recommendations. Detail of preferred concept with cost estimate.

Task 5: Select Preferred Alternative and Prepare Final Report

Based on committee feedback, community outreach and technical analysis, a preferred alternative will be selected and documented in a final report. Draft report will be presented to the Project Management Committee, Advisory Committee and public.

Deliverables – Report detailing analysis of model results. Report will also include documentation of PEL Study.

Task 6: Public Outreach (throughout study)

- Work with Project Management Committee and Advisory Committee to prepare for and hold Public Workshops.
- PMC and AC will compile contacts for key community stakeholders and assist with outreach including civic associations and community workshop.
- Public Workshops will use an interactive approach to assess community preferences.

Deliverables – Outreach to area civic associations. Public Workshop reports detailing workshop and identified issues and priorities.

ANTICIPATED SCHEDULE

The study will begin upon execution of the signed contract.

	MONTH											
TASK	1	2	3	4	5	6	7	8	9	10	11	12
Identify Issues, Opportunities & Constraints	■	■	■									
Develop Alignment Alternatives			■	i	■							
Determine Preferred Route Alignment						■	i	■	■			
Complete final report										i	■	■
Public Workshop i	i											



FUNDING

This project will be funded from WILMAPCO's FY 2018 Unified Planning Work Program (UPWP), available at www.wilmapco.org/upwp and/or agencies on the Project Management Committee. As part of the RFP, we request an estimate of the costs to perform each of the listed tasks to be included.

DELIVERABLES

Items that will be produced by the consultant will consist of, but not be limited to:

- Draft reports as needed – one high-quality PDF and one MS Word version.
- PowerPoint and display boards for presentation at meetings and public workshops. Display will also be made available in PDF.
- Materials for a project website.
- Attendance at up to 4 public meetings in the study area to discuss project and assist in stakeholder outreach.
- Attendance, in person or teleconference, at about 10 Project Management Committee, Advisory Committee, and/or joint committee meetings.
- Meeting summaries for all meetings and workshops, including written records of all public comments.
- Final report– one high-quality PDF and one MS Word version.
- GIS files of all mapping work.

SUBMISSION REQUIREMENTS

The Consultant shall submit seven (7) bound copies of a Proposal/Statement of Qualifications and one (1) unbound or electronic copy for purposes of sharing with the Project Management Committee. Receipt of insufficient copies of the Proposal or not providing the required information in the desired format may result in elimination from the selection process. The submission shall include the following and provide a table of contents indicating where the required information is located in the submission package:

- Identification of the consultant's project manager and a description of this person's experience with similar projects. The project manager may not change during the project without written permission from WILMAPCO.
- A description of qualifications and experience for each individual and firm participating in the project team, including an organization chart showing the relationship of each individual to the overall project work plan.



- Three current references (more recent than three years) for each individual and/or firm that will have significant and specific responsibility for this project.
- A Technical Proposal that demonstrates an understanding of the project, describes the proposed approach and lists the proposed reports and products. This is limited to ten (10) pages.
- A proposed level of effort delineating the staff assigned with title, hours and hourly rate for each task. The full cost of the proposal should also be included.
- A proposed schedule showing the time line for each task including milestones and significant meetings or reviews.
- This project will include a PEL Study, a collaborative and integrated approach to transportation decision-making that: 1) consider environmental, community, and economic goals early in the planning process; and 2) use information, analyses, and products developed during planning to inform the National Environmental Policy Act (NEPA) review process. PEL Studies are an FHWA initiative to help make more informed project-level decisions and shorten project delivery time, and follow provisions set forth in 23 U.S.C. 168(b)(1)(A) and associated regulations under 23 CFR 450.212(d) and 450.31(e).
- A written statement that all terms and conditions contained in this RFP are accepted by the consultant.
- A statement that the consultant will comply with Title VI of the Civil Rights Act of 1964, to the end that no person in the United States shall, on the grounds of race, color, national origin, sex, disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination.
- A declaration that the consultant is an Equal Opportunity Employer and does not discriminate in employment because of race, age, color, sex, religion, national origin, mental or physical handicap, political affiliation or marital status.
- The consultant shall comply with Federal Transit Administration regulations surrounding Lower Tier Covered Transactions. For contracts over \$25,000, WILMAPCO will complete a search of the excluded parties listing system to ensure that the organization is not debarred or suspended from federally assisted contracts. More information regarding WILMAPCO's contract clauses can be found on this website: www.fta.dot.gov/12831_6195.html
- The consultant shall accept all applicable Federal Highway Administration (FHWA) requirements. These requirements can be found within the WILMAPCO Title VI/Nondiscrimination Assurance Statement, available electronically at: www.wilmapco.org/titlevi.



- Identification of the contact person during the selection phase, including the name, address, telephone numbers and email address. This contact must be available during normal business hours.

WILMAPCO will also consider:

- Creativity in identifying planning approaches and solutions to land use and transportation problems and in presenting plans to policy makers and the public.
- The extent to which Disadvantaged Business Enterprises are used (any firm wishing to be recognized as DBE must provide documentation such as official DBE certification.)

EVALUATION AND SELECTION

WILMAPCO may select a short list of at least two firms who may be invited to make a presentation regarding their team and approach. The initial qualifications-based selection will be made by evaluating the proposal using these criteria:

Clarity, readability and presentation of material, including writing style	25%
Project understanding and approach as displayed in the project proposal and the interview	35%
Relevant experience, team leadership and team capabilities	35%
References and supporting information	5%

Only consultants who supply complete information will be considered for evaluation. We will base the final decision on materials submitted, the presentation, and/or contacts with references.

SUBMISSION DATES, ADDRESS AND CONDITIONS

The deadline for proposals is **4:30 p.m., February 23rd, 2018** at the WILMAPCO offices. Proposals received after this time and date will not be accepted nor considered. We will not accept faxed applications. Proposals will not be opened and/or reviewed before 8:30 a.m. of the morning following the deadline. Tentatively, we will interview finalists during the week of **March 12th, 2018**.

Seven (7) bound copies and one (1) unbound or electronic copy must be mailed or hand delivered to:



WILMAPCO
850 Library Avenue, Suite 100
Newark, DE 19711
ATTN: Mr. Dave Gula, Principal Planner

The selected firm(s) will assume sole responsibility for completion of the tasks required by this RFP.

All work may be reviewed periodically by an advisory committee and other groups.

All statements become part of the public file on this matter, without obligation to WILMAPCO. However, offerors may identify those portions of their proposals that they deem confidential, proprietary information or trade secrets and provide any justification why such materials, upon request, should not be disclosed.

WILMAPCO reserves the right to reject any or all RFP responses.

WILMAPCO is not liable for any cost incurred by the consultant in preparation or presentation of the proposal.

For additional technical or procedural information:

Contact: Dave Gula
Phone: (302) 737-6205 Ext. 122
Fax: (302) 737-9584
E-mail: dgula@wilmapco.org

