

# CONNECTING COMMUNITIES

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## 2016 Planning Grant

### Notice of Request for Qualifications

The Akron Metropolitan Area Transportation Study (AMATS) is soliciting proposals from qualified firms to conduct a planning study for the City of Green (City). This is a joint effort between AMATS and the City, with AMATS contributing Consolidated Planning Grant (CPG) funds and the City providing a local match. The purpose of the planning study is to provide a vision and framework for making decisions about where and how to provide connectivity in the City of Green. The cost of the study is not to exceed \$48,000 and will be completed within one year of the contract date.

It is anticipated that the selected Consultant will be authorized to proceed by June 2017.

### Selection Procedures

The Consultant will be selected from the Request for Qualifications (RFQ). Additionally, AMATS and the City reserve the right to interview candidates after the initial scoring.

Firms interested in being considered for selection should respond by submitting **four (4)** copies of the RFQ and an **electronic copy** to the following address **by 4:30 PM** on April 7, 2017.

Heather Davis Reidl

Suite 806 CitiCenter

146 S. High Street

Akron, OH 44308

[hreidl@akronohio.gov](mailto:hreidl@akronohio.gov)

330-375-2436 ext. 4434

Responses received after 4:30pm on the specified due date will not be considered.

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### City of Green Master Connectivity Plan

#### **The Planning Issues at Hand**

Within the city limits there are three I-77 interchanges: Arlington Road, Massillon Road (SR 241) and Lauby Road/CAK Airport. Arlington Road and Massillon Road, along with East Turkeyfoot Lake Road (State Route 619), provide regional access to I-77 for the neighboring communities of Jackson Township to the south and Lake Township and Hartville to the east.

While close proximity to the interstate has contributed largely to the city's thriving economic health, this regional access has also resulted in an increase in cars both coming to and traveling through the city. During peak travel times, congestion results particularly in the Massillon Road corridor, slowing the movement of cars and bogging down traffic. A corollary issue, aging intersections in this area are in need of upgrades and modifications to accommodate improved level of service.

During the next decade, significant investment in the city's transportation network will be made. Just as I-77 has created a thriving economy within the City, it has simultaneously created a barrier, bisecting the western part of the city from the eastern. As roadways are expanded (SR 619, Arlington, and Massillon, etc.) to provide improved vehicular circulation, focus will be on how to provide pedestrian and bicycle connectivity along and through these corridors. Green has long demonstrated a commitment to establishing a pedestrian network by requiring the installation of sidewalks as part of new development – both commercial and residential. However, critical gaps exist in this network and a plan with prioritization for closing these gaps must be determined. Many of the city's roadways are not safe or comfortable for pedestrians and cyclists and providing those healthy connections for our community is a critical priority. While we invest significant dollars in improving the auto landscape we want the tools to bring the walking/biking landscape to the same level of service.

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### Goals of the Planning Process

- Identify appropriate locations for alternative modes of transportation (bike lanes, pedestrian walkways, multi-purpose trails);
- Provide alternative methods of transportation to employment, education and recreational centers, which in turn will support economic development activities;
- Ensure an equity focus in the community planning process by including residents of all abilities and income;
- Improve community collaboration (internally and externally);
- Identify community action items and implementation strategies.

### Process

The planning grant process is broken into four phases, starting with the Discovery phase. The Discovery phase begins with a meeting that includes AMATS and the community to identify key issues, focus areas, expectations and outcomes. AMATS will complete an initial analysis before the consultant selection process begins. Once a consultant is selected, the Development phase begins. The consultant will examine the community's identified key issues and goals in order to develop a Draft Plan which will include ideas, design concepts, recommendations and other potential solutions. Recommendation and Review is the third phase whereby the community, the consultant and AMATS will finalize recommendations and review the Draft Plan provided by the consultant. Public involvement during this phase will be completed as applicable. Once the Draft Plan has been reviewed and revised and feedback has been given, the consultant will provide the community with a final Plan. After the Plan has been presented, AMATS will remain a partner with the community to help implement the Plan.

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### Anticipated Deliverables

- **Master Connectivity Plan to include** (in an engaging format easily understood by the public)
  1. current inventory data (l.f of trails, sidewalks)(will be provided by COG)
  2. location/type of improvements
  3. prioritization schedule
  4. implementation strategies to include funding sources & policy review
  5. design guidance
  6. summary of recommendations from existing plans
  7. executive summary
  8. appendices to include:
    - public involvement summary/findings
    - recommended educational resources
    - trail branding recommendations (logo, colors, signs, etc)
    - trail head designs

### Additionally:

- work sessions w/AMATS, city staff and stakeholders
- public meetings
  - Stakeholder meeting coordinated by Planning Department
  - Planning & Zoning Commission (2) draft & final
  - City Council (2) draft and final
- hard copies (TBD)
- digital/electronic copy
- GIS data files
- digitize mapping in a format easily distributed to the public

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AMATS, as an Equal Opportunity Employer, requires all consultants to affirm that they agree to abide by any and all applicable equal employment opportunity laws, whether state or federal. Consultants agree not to discriminate against any employee or applicant for employment because of race, color, religion, age, creed, sex, sexual orientation or national origin, and agree to take affirmative action so that applicants are employed and that employees are treated during employment without regard for their race, color, religion, age, creed, sex, sexual orientation or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Consultants further agree that they will insert the foregoing provision in all subcontracts in connection with services provided. Consultants further agree to comply with all requirements of Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq., 49 C.F.R. Part 21.

### Requirements for Request for Qualifications (RFQ)

#### A. Instructions for Preparing and Submitting an RFQ

1. Provide the information requested in the Letter of Interest Content (Item B below), in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.
2. Letters of Interest shall be limited to ten (10) 8½" x 11" single sided pages (including cover letter) plus two (2) pages for the Project Approach (Item B.1 below).
3. Please adhere to the following requirements in preparing and binding letters of interest:
  - a. Please use a minimum font size of 10-point and maintain margins of 1" on all four sides.
  - b. Page numbers must be centered at the bottom of each page.
  - c. Use 8½" x 11" paper only.
  - d. Bind letters of interest by stapling at the upper left hand corner only. Do not utilize any other binding system.
  - e. Do not provide tabbed inserts or other features that may interfere with machine copying.
4. Letters of interest not adhering to the above instructions are subject to a deduction in the ranking system.

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### B. Request for Qualification Content

1. **Project Approach** - Provide a description of your project approach. Describe why your firm is a good fit for this project. Confirm that your firm has a solid understanding of the project area and issues. Describe any innovative ideas and any other relevant information concerning your firm's qualifications for the project. Address your firm's technical approach and cost containment practices. (two-page maximum)
2. **Project Manager** - List the Project Manager and discuss relevant experience managing multiple stakeholders, multi-modal transportation and land use plans.
3. **Project Team and Capacity of Staff and Facilities to Perform Work** - List other key individuals of the project team including the planner(s)/engineer(s) responsible for the technical design of the project and any key sub-consultant staff. Discuss relevant experience of the team with multi-modal transportation and land use planning. Describe staff capacity and the ability to perform the work in a timely manner to meet the project schedule referenced in the Request for Qualifications.
4. **Consultant's Performance on Similar Projects** - Provide three key projects to serve as examples of similar projects completed by the consultant within the last five years. Include reference names with phone numbers. Indicate if any of the proposed project team members worked on these key projects.
5. **Prime Consultant Percentage of Work** - Estimate the percentage of work to be completed by the prime consultant.

Items 2 thru 5 must be included within the 10-page body of the RFQ. Remaining space within the ten (10) pages may be utilized to provide personnel resumes or additional information concerning general qualifications.

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### Quality Based Consultant Selection Process

#### Rating Form

<b>Criteria</b>	<b>Maximum Score</b>	<b>Score</b>
Project Approach	40	
Project Manager, Team & Capacity of Staff	30	
Consultant's Performance	20	
Prime Consultant % of Work	5	
LOI in Conformance	5	
<b>Total Score</b>	100 points total	