

REQUEST FOR PROPOSALS

IRON COUNTY SAFE STREETS FOR ALL (SS4A) ACTION PLAN

(Submittal due date updated)

Iron County and the Municipalities within Iron County (Cedar City, Enoch City, Parowan City, Paragonah Town, Kanarraville Town & Brian Head Town) are soliciting *Proposals* from qualified engineering consultant teams to complete a comprehensive Safety Action Plan for all of Iron County, Utah. The Iron County Safe Streets for All Action Plan is intended to be a robust Safety Action Plan that will identify solutions to help reduce roadway fatalities and serious injury cases and help identify feasible roadway safety improvement projects and strategies within the study area.

The final Safety Action Plan document will be provided to all local, Tribal, regional, and underserved communities within Iron County as a resource for future improvements in their communities as well as future funding opportunities such as the SS4A Implementation Plan Grant Program or any other qualifying federal safety grant program. The deadline for the RFP submissions will be **Monday, July 15, 2024 at 12:00 PM MDT**.

The RFP document can be found at www.ironcounty.net.

Any questions relating to the RFP can be sent to the Project Manager, Richard Wilson, at rwilson@ironcounty.net or call him at (435) 865-5370.



IRON COUNTY SAFE STREETS FOR ALL (SS4A) ACTION PLAN

Request for Proposals

May 30, 2024

(Submittal due date updated in Section IV)

Iron County and the Municipalities within Iron County (Cedar City, Enoch City, Parowan City, Paragonah Town, Kanarraville Town & Brian Head Town) are soliciting *Proposals* from qualified engineering consultant teams to complete a comprehensive Safety Action Plan for all of Iron County, Utah.

I. Project Overview

The Iron County Safe Streets for All Action Plan is intended to be a robust Safety Action Plan for the Iron County study area. This project is intended to identify solutions to help reduce roadway fatalities and serious injury cases within the study area. This project will help identify feasible roadway safety improvement projects and strategies within the study area. The final Safety Action Plan document will be provided to all local, Tribal, regional, and underserved communities within Iron County as a resource for future improvements in their communities as well as future funding opportunities such as the SS4A Implementation Plan Grant Program or any other qualifying federal safety grant program.

II. Project Scope of Work

This project will follow all required guidelines as stated in the Notice of Funding Opportunity (NOFO) by the USDOT Safe Streets and Roads for All Discretionary Grant Program. A list of historically high-risk roadways within the Iron County study area must be identified. This project will focus on all users, including pedestrians, cyclists, public transportation users, motorists, personal conveyance and micromobility users, and commercial vehicle operators. Crash analysis can be for locally, state or federally owned/maintained roadway facilities. During the process of the Action Plan development, involvement of local entities within the study area, as well as any other local stakeholders, is critical to a successful Safety Action Plan final product.

The Safety Action Plan will require a comprehensive and robust data-driven approach to effectively evaluate and prioritize a list of projects and strategies for adoption by local government entities for future planning and outcomes of Regional Transportation Plan projects and development. The final Safety Action Plan document should include data-driven crash analysis proposing safety improvements,

mitigation strategies, select local municipal/county/tribal policy & practice improvements, identify risk factors, design concepts and corridor/project recommendation. The Safety Action Plan should follow the same guidelines as the Safe Systems Approach utilized by U.S. Department of Transportation (USDOT) and the Federal Highway Administration (FHWA). The consultant may add any additional pertinent information to the scope as his experience and expertise so determines, if it does not inflate the cost of the analysis beyond the budget outlined in section VI of this RFP.

Further information regarding the project scope of work can be found in Appendix A.

III. Project Team & Contact Info

Project Manager	Richard Wilson Iron County Engineer 82 N 100 E, Suite 104 Iron County, UT 84720 Office: (435) 865-5370 rwilson@ironcounty.net
Project Partners	Representatives from Cities within Iron County Representatives from Iron County Utah Department of Transportation (UDOT) Iron County RPO (Rural Planning Organization)

IV. Submittal Instructions

All proposals must be delivered in a single PDF document by the consultant via email to the Iron County SS4A Action Plan Project Manager, Richard Wilson. Proposals are due no later than **Monday, July 15th, 2024, 12:00 PM MST**. Any questions the consultants may have regarding the RFP can be submitted via email to the Project Manager and those questions & answers will be available for review by all consultants at the Project Manager’s Office. Any questions the consultants may have must be submitted no later than July 1st, 2024, 12:00 PM MDT. Any changes or amendments to the RFP will also be available at the Project Manager’s Office.

Submitted proposals shall not exceed 13 pages in total and must include the following materials in **brief** detail, in order as listed:

- Cover page
 - DOES NOT count towards the page limit.
- Scope of Work/Project Proposal (5 pages suggested)
 - Project understanding, approach/strategies, & deliverables.
 - More detail on project scope can be found in Appendix A of the RFP.
- Management Plan & Tentative Project Schedule (3 pages suggested)
 - Must provide a list of project team members with an organization chart indicating their roles and responsibilities (including any sub-consultant personnel if applicable).

- The tentative project schedule must include key dates/mile points and any other important information/details. Proposers are suggested to constrain the project schedule as close to the project end date as stated in Section IV of the RFP.
- Statement of Qualifications (3 page suggested)
 - This portion of the RFP must include the qualifications of the project team. The prior knowledge & experience of all team members involved in the process must be described in brief detail and how their knowledge & experience will benefit the project.
- List of Past Projects and References (1 page suggested)
 - Must include at least 2 past similar projects and a description of said projects must be provided in one paragraph, references & contact information from each project must be provided.
- Supplemental Resumes
 - Include resumes for each team member involved in the project at the end of the proposal response.
 - Supplemental Resumes are required but DO NOT count towards the page limit.

V. Tentative Project Schedule

The tentative schedule for this project will be expected to finish within a nine (9)-month period following the contract execution. **Contract Execution will not be determined until after the finalization of a Contract Agreement with the Federal Highway Administration (FHWA).** After the notice to proceed date has been initiated, the selected consultant will be responsible for committing to key dates identified in their proposed schedule timeline.

RFP Posted Date	May 31 st , 2024
Questions Regarding RFP	July 1 st , 2024, 12:00 PM MDT
Submission Deadline for Proposals	July 15 th , 2024, 12:00 PM MDT
Oral Interview (if needed)	If determined necessary by the Action Plan Sub-Committee during selection process.
Anticipated Consultant Selection Date	July 22 nd , 2024
Notice to Proceed Date	TBD after Contract Execution
Contract Execution/Project Initiation Date	TBD after Grant Agreement Execution
Draft Plan Delivery Date	February 1 st , 2025
Tentative Final Plan Adoption Date	April 1 st , 2025
Tentative Project End Date	May 1 st , 2025

It is the intent of the project schedule to have work sufficiently complete such that interested local entities will have a reasonable amount of time to submit projects detailed in the Action Plan for the SS4A FY 2025 Implementation Grant funding application deadline.

VI. Budget & Contract Agreement

The maximum budget for this project is \$600,000, however, the consultant budget shall not exceed \$550,000. Before contract award to the selected consultant, the consultant, and Iron County will enter contract negotiations to determine the final scope, fee, and the fairest contract arrangement for all parties. If at the end of negotiations, the parties cannot agree to the suggested terms of the contract, Iron County reserves the right to negotiate a new contract with a different consultant.

VII. Selection Criteria

The project evaluation and selection (detailed below) will be ranked out of 100 points. The selection committee will take all the criteria into account when ranking proposals and the proposer with the highest rank will be deemed the best asset for the project parameters. If the selection committee comes to an impasse between more than one proposer, an oral interview process (via tele/web conference) will be conducted for the proposers to further explain their approaches to this project. If such interviews take place, a consultant will be selected soon after.

- Scope of Work (35 points)
 - The consultant has a strong understanding of the project's objectives for reducing traffic safety issues.
 - The consultant has general knowledge of the federal requirements associated with the grant award.
 - The consultant will provide an adequate data-driven approach to the project needs.
 - The consultant provides a unique, innovative, and out-of-the-box approach to the project.
- Management Plan (25 points)
 - The consultant has well-qualified team members assigned to the project and provides a detailed organizational chart of key personnel.
- Project Schedule (10 points)
 - The consultant provides a well-planned schedule and identifies specific tasks and milestones to be met over the duration of the project period discussed in Section V.
- Qualifications (20 points)
 - The consultant explains how well the company AND their key personnel's experience provides value to the project objectives.
 - The consultant provided resumes of all team members who will be involved with the project.
 - The consultant has a fair amount of knowledge of the study area.
- Past Projects & References (10 points)
 - The consultant has a brief overview of 2-3 similar projects and experience that they have completed and includes the following details:
 - Year of Project
 - Project Name
 - Project Location
 - Project Manager

- Project Description & Services Provided
- The consultant provides references for the past projects mentioned in Section IV of the RFP

VIII. Disclaimers, and Reservations

Upon receipt, each proposal becomes the sole property of Iron County and will not be returned to the Respondent. Each respondent is solely responsible for the costs it incurs to prepare and submit its RFP. Iron County reserves, in its sole discretion, the right to reject any and all proposals including the right to cancel or postpone the RFP or the project at any time, or to decline to award to Agreement to any of the Respondents. Iron County reserves the right to waive any immaterial irregularities in any proposal that is determined to contain false, misleading, or materially incomplete information.

APPENDIX A

Scope of Work

Safety Action Plan components as required by the FHWA and defined by both FHWA & Iron County.

Component	FHWA Description	Iron County Description
Leadership Commitment & Goal Setting	An official public commitment (e.g., resolution, policy, ordinance, etc.) by a high-ranking official and/or governing body (e.g., Mayor, City Council, Tribal Council, RPO COG, etc.) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following: (1) the target date for achieving zero roadway fatalities and serious injuries, OR (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries	The Consultant and the Iron County will coordinate to present findings and issues to local representatives & stakeholders for the Safety Action Plan Development.
Planning Structure	A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.	Iron County will form a Safety Action Plan Sub-Committee to oversee the Safety Action Plan Development.
Safety Analysis	Analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region. Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, people walking, transit users, etc.). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographic, and structural issues, etc.). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a High-Injury Network or equivalent).	The Consultant will provide a data-driven analysis for the Safety Plan Development and include crash analysis for Fatal & Serious Injury cases within the Iron County study area.
Engagement & Collaboration	Robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical.	The public engagement portion of the Safety Action Plan will provide insight to Iron County residents, local city & town elected officials, local entities, underserved populations, school districts, hospitals, transportation agencies, cycling advocacy groups, municipal engineering & planning groups and any other key stakeholders within the study area.
Equity Considerations	Plan development using inclusive and representative processes. Underserved communities* are identified through data and	

	<p>other analyses in collaboration with appropriate partners. Analysis includes both population characteristics and initial equity impact assessments of the proposed projects and strategies.</p>	
<p>Policy & Process Changes</p>	<p>Assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.</p>	
<p>Strategy & Project Selection</p>	<p>Identification of a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a Safe System Approach, effective interventions, and consider multidisciplinary activities. To the extent practical, data limitations are identified and mitigated.</p> <p>Once identified, the list of projects and strategies is prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and strategies, and explains prioritization criteria used. The list should contain interventions focused on infrastructure, behavioral, and/or operational safety.</p>	<p>Crash mitigation strategies will be prioritized using resources such as a benefit or benefit/cost analysis, usRAP, Proven Safety Countermeasures, and Countermeasures That Work. Include the expected cost range associated with each recommended improvement strategy. Strategies may include, but are not limited to, physical roadway improvements, education and community outreach, enforcement of traffic laws and regulations, new vehicle and transportation related technology, roadway planning and design, emergency response, medical care, and safety policy.</p>
<p>Progress & Transparency</p>	<p>Method to measure progress over time after an Action Plan is developed or updated, including outcome data. Means to ensure ongoing transparency is established with residents and other relevant stakeholders. Must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries, and public posting of the Action Plan online.</p>	<p>The method for assessing progress is intended to allow the local governments a way to independently gauge mitigation effectiveness and help refine future applications strategies. Progress should measure both mitigation efforts (quantity of safety improvements implemented) and reduction in the number and rate of F&SI crashes.</p>