

<u>SUBMITTAL NOTICE NO.</u>	WR 18-STP-001
<u>OPENING DATE AND TIME:</u>	Friday, June 15, 2018 at 3:00 PM
<u>REQUEST FOR QUALIFICATIONS:</u>	Georgetown County/US 17 Corridor Study Update

PART I GENERAL INFORMATION

- A. Submittals will be considered as specified herein or attached hereto under the terms and conditions of this submittal.
- B. Submittal must be made in the official name of the firm or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the proposal.
- C. Offerors are to include all applicable requested information and are encouraged to include any additional information they wish to be considered.
- D. Eight (8) copies of your submittal are required.
- E. Sealed Submittals will be received by Waccamaw Regional Council of Governments until 3:00 P.M. EST on the opening date shown.

Submittals are to be Hand Delivered, Express Mailed or Mailed to:

Waccamaw Regional Council of Governments
 Attn: Kelly Stuckey
 1230 Highmarket Street
 Georgetown, SC 29440

ALL MAIL IS CONSIDERED DELIVERED ONCE DAILY BY 12:00 NOON

The submitting offeror is required to have printed on the envelope or wrapping containing his submittal, the Submittal Notice Number specified in the RFQ and the submittal opening date.

Offerors who desire to receive a copy of the Statement of award must include a self-addressed stamped envelope.

Prohibition of Gratuities: Amended Section 8-13-420 of the 1976 CODE OF LAWS OF SOUTH CAROLINA.

PART II SCOPE OF SUBMITTAL

The Grand Strand Area Transportation Study (GSATS) is requesting qualifications for a corridor study update of a previous study completed in 2003. The area to be studied is the Waccamaw

Neck area of Georgetown County. This is an approximately 23 mile corridor from the Georgetown - Horry county line to the city limits of Georgetown. A copy of the study is available at www.gsats.org.

All submittals must be complete and carefully worded and must convey **all** of the information requested in order to be considered responsive. If the submittal fails to conform to the essential requirements of the RFQ, GSATS and GSATS alone will be the judge as to whether that variance is significant enough to consider the RFQ non-responsive **and therefore not considered for award.** GSATS will neither accept nor request additional information of an offeror in order to determine responsiveness.

PART III INTRODUCTION

Purpose: The request for qualifications (RFQ) provides interested offerors with sufficient information to enable them to prepare and submit written proposals for consideration by the Grand Strand Transportation Study, herein referred to as "GSATS" for a corridor study along U.S. Highway 17 in the Waccamaw Neck portion of Georgetown County. This project is funded by Federal assistance, from the Federal Highway Administration (FHWA) and from the South Carolina Department of Transportation ("The Department").

Project Name: **Georgetown County /U.S. 17 Corridor Study Update**

Project Number: **TIP-45-01**

Project Administration: **This project will be administered directly by GSATS.**

Background: The 1990 Census designated Myrtle Beach, Socastee, Surfside Beach, Garden City, Murrells Inlet and environs as the Myrtle Beach UZA as of May 18, 1992. The GSATS Policy Committee was designated as the Metropolitan Planning Organization (MPO). Waccamaw Regional Council of Governments (WRCOG) and SCDOT - Planning were designated as the Planning Staff of the MPO. The 2010 Census designated GSATS as a Transportation Management Area (TMA), due to a contiguous population density of over 200,000 people. With this designation the planning area extended into Brunswick County, North Carolina. This expansion made GSATS a bi-state MPO The North Carolina portion of the study area is mostly the land east of US 17 from the state line to the Lockwoods Folly River. The MPO Study Area in South Carolina is the land eastward of the Waccamaw River from the North Carolina Border to the City of Georgetown and extends westward to include the City of Conway, see enclosed map. The GSATS Policy Committee is required to develop a transportation model, develop and adopt a five (5) year Transportation Improvement Plan (TIP), and a twenty-five (25) year Metropolitan Transportation Plan (MTP).

Based on the favorable reaction to the original US 17 Georgetown County Corridor Study, there is a desire to update the previous study based on the passage of time and changing physical landscape in this high growth area of the county. The Waccamaw Neck is not only rapidly growing, it is a primary economic generator for Georgetown County due to continued growth in the retiree and service sectors, and tourism. Because of societal changes, along with

accommodation of tourism, pedestrian walk ways, bike ways and Walkable Communities have become required infrastructure along major arterials. In a tourist community as the Waccamaw Neck is, aesthetics are important in terms of maintaining the attractiveness of the community, and ensuring ongoing tourist visitation and the quality of life of the residents. The area of analysis is between the Intra coastal Waterway and the Atlantic Ocean, from the Georgetown – Horry County line, through Georgetown County, to the city limits of the city of the City of Georgetown. Based on the previous work various members of the community expressed a desire to address concerns over issues of access, connectivity, aesthetics, geometric design, transit, etc. and requested funds from the GSATS Policy Committee for a corridor study to address these issues.

Information Available to Successful Offeror:

GSATS Transportation Model (Model)

GSATS LRP 2015 -2040, November, 2017

Transit Development Plan for Coast RTA, 2015

Georgetown County U.S. 17 Corridor Study, 2003

Georgetown County Comprehensive Plan

GSATS 2013 Bluetooth Routing Plan

Georgetown County Bike Paths/Primary Sidewalks and Trails Master Plan 2017 – 2027

PART IV TYPE OF SERVICES REQUESTED

GSATS is requesting, at a minimum, the services of Engineers (Civil/Roadway and Traffic), Planners (Land and Transportation), Landscape Architects and Financial Analysts.

PART V SCOPE OF WORK

Enclosed, for your reference, is a map delineating the project boundary.

The specific TASKS for the contractor shall be as follows:

Task 1 - Review the April 2003 “US Highway 17 Corridor Study, Georgetown County”

The consultant will review the 2003 study and recommend changes based on the passage of time between the two efforts. Determine what can be removed from the plan based on project delivery or changed conditions that no longer make a project feasible. Also, determine projects that are now needed based upon changes in land use or policy or regulation.

Task 2 – Best Practices

The consultant will assess best practices in the following areas of transportation and land use planning, for possible application to this study:

- Travel demand modeling
- Land use modeling
- Context-sensitive highway design, to include Complete Streets principles
- Transportation system management (including access management)
- Travel demand management (include land use planning for travel reduction)
- Pedestrian and transit planning

The consultant will prepare a technical memo summarizing best practices in these areas.

Task 3 – Develop Performance Measures and Standards that Address the FAST Act

With full opportunity for public input, the consultant will develop a balanced set of performance measures that address the requirements of the FAST Act. This set of performance measures shall include measures outlined in the current transportation legislation, where a final rule has been established.

- The Performance Measures include:
 - Targets that address surface transportation and public transportation, with attention to transit asset management and transit safety;
 - Reduction in traffic fatalities and serious injuries;
 - Infrastructure condition;
 - Congestion reduction;
 - System efficiency;
 - Freight movement and economic vitality;
 - Environmental sustainability;
 - Timely delivery of programmed projects; and
 - All performance measures must be assessed and their progress be summarized in a “System Performance Report.”

The consultant will prepare a technical memo summarizing how recommendations are compatible with performance measures and standards used in the GSATS 2040 MTP Update.

Task 4 – Identify Transportation Systems/Facilities and Trip Generators

The consultant in cooperation with local planners will identify the existing and proposed transportation facilities; roadways (minor collectors, major collectors, arterials, highways and freeways) and major intersections (unsignalized and signalized); sidewalk and bikeway/path systems and public transit routes (local and from outside the area).

In cooperation with the same parties, the consultant will also identify existing and proposed land developments within the county; activity centers, neighborhoods, and recreation facilities with the potential to support transit, walking, and bicycling. The consultant will explore opportunities for internalizing circulation patterns with respect to commercial and residential development so as to lessen the need for travel on major arterials, and consider land conservation techniques to reduce future trip generation.

Task 5 – Existing Transportation Facilities

The consultant will use transportation modeling and supplemental traffic counts (peak season) to define the following on existing roadways and intersections for the year 2018.

- Trip distribution and traffic assignment,
- Traffic volumes, daily (peak season),
- Peak hour, data hour(s) and volume(s),
- Capacity analysis (LOS),
- Travel time increase (delay),
- Travel cost increase (vehicle operating cost, time cost and accident cost),
- Excess delay index and delay ratio, and
- Deficiencies of the existing transportation system.

Task 6 – Transit Element

The consultant, in cooperation with the designated public transit provider (Coast Regional Transit Authority), demand response providers (Council on Aging, Disabilities and Special Needs, Assisted Rides, Neighbor 2 Neighbor, etc.) and if required SCDOT-OPT, will evaluate transit issues along all major arterials.

The following issues (at a minimum) will be reviewed:

- Population served
- Route(s), existing and future

- Stop location, spacing, etc.
- Frequency of service
- Travel time (origin-destination)
- Ridership levels, existing and future

These issues will be considered in determining the needs for Transit service in the corridor for the years, 2025, and 2040.

Task 7 – Pedestrian Walkways and Bikeways

The consultant will assess the quality of the walking environment in developed areas along all major arterials. The assessment will consider all existing facilities and recommend improvements. Facilities will be assessed for continuity, buffering from traffic, ease of street crossing and other pedestrian- and bicycle-friendly qualities suggested by the best practice review. If there is no local plan for walkway, bikeway, and streetscape improvements, the consultant shall make appropriate recommendations.

Task 8 – Compliance with Management Systems

The consultant will comply with all applicable Management Systems, as defined by GSATS and the SCDOT. Management systems include, but are not limited to, Statewide Intelligent Transportation Systems (ITS) Architecture and CMP.

The consultant will update the corridor segment profiles presented in the GSATS initial 2014 CMP, evaluation of available data needs, and perform before and after project analysis for implemented CMP strategies such as intersection improvements, non-motorized improvements, and signal timing. The consultant will also be responsible for documenting that projects are ranked in accordance with established procedures and regulations under South Carolina’s ACT 114.

Task 9 – Plan Connectivity

The consultant will identify any conflicts with existing or proposed projects inside the County or at the border of the County, to include but not be limited to the following:

- SC 707,
- US 17 and US 17 Business,
- Southern Evacuation Life Line (S.E.L.L.),
- Georgetown Bypass,
- Andrews Bypass,
- US 701, and

- US 521

Task 10 – Future Transportation Facilities

Based on the recommendations of existing transportation plans (US 17 Corridor Study, GSATS Metropolitan Transportation Plan) and the results of the above Tasks, the consultant will use the GSATS Traffic Model, other planning and design tools and methods of analysis, where appropriate, to evaluate alternative design concepts and strategies to manage growth for the County for the years 2030 and 2040. Alternative analysis should be based on a minimum of two reasonable scenarios. The following conditions (as a minimum) will be evaluated for each scenario:

- Implementation of recommendations from previous studies
- Trip distribution and traffic assignment
- Design hour(s) volume(s) (DHV)
- Peak season traffic volumes (ADT)
- Capacity analysis (LOS)
- Traffic operations, including signage and signalization
- Travel time increase (delay)
- Travel cost increase (vehicle operating cost, time cost and accident cost)
- Excess delay index and delay ratio
- Tasks 3, 4, 5 & 6
- Addition, deletion and coordination of traffic signals
- Aesthetics
- Ingress/egress to local businesses
- Deficiencies/short coming of each scenario (if applicable)
- Network connectivity
- Hurricane evacuation and
- Induced travel resulting from transportation improvements themselves

Task 11 – Design Concepts and Cost Estimates

The consultant will develop design concepts for the various transportation improvements. Each concept will evaluate the inclusion of design elements that address Complete Streets principles, network connectivity and aesthetics (landscaping, lighting, street signage and the use of signal mast arms). Based on these design concepts the consultant will derive preliminary cost estimates for each alternative.

Task 12 – Identification of Funding Options

- The consultant will state all current methods and sources of funding transportation (roadway, transit, ect.) projects within the County. The consultant will project these funds to the years 2030 and 2040.

- The consultant will review how other areas, within South Carolina and the United States, have funded transportation improvements by innovative means. The consultant will identify potential funding sources and potential revenues from each source to the years 2030 and 2040.

Task 13 – Public Involvement and Visualization

- Consultant will be required to develop a Public Participation Strategy for the corridor study’s development that includes use and expansion of GSATS branding efforts;
- Provide web based technology for seeking public input and interactively capturing comment on transportation improvements throughout the corridor study’s update public involvement process; and
- Supply necessary visualization for both public involvement and final written report.

Task 14 – Other Required Products

- The consultant shall attend a minimum of 4 working meetings with the Advisory Committee,
- Submit an implementation schedule for the performance of each task.
- Prepare and submit to the GSATS a draft report of all tasks performed within nine months of a notice to proceed. A final report with executive summary and one-page fact sheet shall be required within two months after submission of the draft.
 - Two (2) public meetings, one prior to the Draft report and one after.
 - Two (2) presentations of the Final report. One to the GSATS Policy Committee and the other for local governments and the general public.
- Eighteen (18) copies of the draft report.
- Twenty four (24) copies of Final Report, and a digital version of the Final Report that can be reproduced, including all maps and graphic presentation materials.
- Fifty (50) copies of the Final report – Executive Summary.

PART VI DBE-UTILIZATION PLAN

It is the policy of the Metropolitan Planning Organization (MPO) to use Disadvantaged Business Enterprises (DBE’s) in all aspects of contracting to the extent feasible and in

accordance with existing Federal laws. Further, it is the opinion of GSATS that the scope of work described in this RFQ has the potential for dividing the proposed contract into smaller units of work to accommodate such firms. It is also the opinion of GSATS that the availability of South Carolina based minority-owned firms is sufficient and that such firms are deemed capable of performing, where necessary, the requirements of this RFQ without GSATS having to sacrifice quality of goods and services.

In view of these observations, GSATS is recommending the use of DBE's in connection with this RFQ. Specific negotiated arrangements (i.e. joint ventures or subcontracts) for complying with this recommendation shall be left to the discretion of the Consultant. Compliance with the recommendation in this RFQ will be considered in the review of the submittals.

DBE qualifications may be certified by the Small and Minority Business Assistance Office of the Governor's Office or the SCDOT Office of Compliance. If not certified by the preceding, documentation of certification must be included with the submittal.

The use of DBE's is not a requirement in the awarding of a contract requested by this submittal. To document DBE utilization, an offeror will include in the submittal a cost analysis of services to be performed by the DBE(s), and the identity of certified minority-owned and operated firm(s). Should the DBE be a subcontractor to the project, a letter from the DBE confirming their participation and role in the project is required.

PART VII ADVISORY COMMITTEE

An Advisory Committee to review, rank, interview, select and work with the consultant during the development of the Study has been established. The committee will include representatives from each of the following:

- Georgetown County Planning (1)
- Neighborhood/Community representatives (4)
- Coast Regional Transit Authority (1)
- GSATS MPO Staff (1)
- SCDOT Program Manager (1)
- SCDOT Planning (1)
- SCDOT Traffic Engineering (1)

PART VIII QUALIFICATIONS

Qualified offerors shall be those who possess the following qualifications:

- A. Have adequate financial resources for performance, or have the ability to obtain such resources as required during performance.
- B. Have the necessary experience, organization, technical qualifications and facilities, or have the ability to obtain them.
- C. Have a satisfactory record of performance.

- D. Have the ability to comply with required schedules.
- E. Be eligible to receive an award under applicable laws and regulations of the State of South Carolina and the Federal Government.

PART IX TYPE OF CONTRACT

It is anticipated that this project will be placed under a lump sum agreement between GSATS and the Consultant

PART X CONTRACT TERM/OPTION TO EXTEND

The term of this contract shall be for the period beginning with the date of award and continuing for ten months. GSATS reserves the right to extend the term, when necessary, to continue a source or sources of supply if the contract is not completed prior to the expiration date. Said extension may be less than, but will not exceed ninety (90) days without any additional cost to GSATS.

PART XI SUBMITTAL CONTENTS

Offeror must submit as a minimum, and in the listed format, the following information:

- A. SUBMITTAL COVERAGE. Cover the scope of work and general objectives addressed by the submittal.
- B. TASK AND METHODS. Describe the principal tasks or subtasks to be undertaken together with a discussion of their relationship to one another. Describe the methodology for performing the tasks and the management control to be applied to the project. Include a timetable for completing all tasks covered in the Scope of Work.
- C. EXPERIENCE. Include samples of projects currently in progress or completed within the last five (5) years, at a minimum, which are relevant to the type of project proposed and which demonstrates offerors ability to perform the work required. Include names, addresses, and telephone numbers of contact persons. GSATS reserves the right to request information from any source so named. Submit Federal Standard Form 254, Architect-Engineer and Related Services Questionnaire.
- D. ORGANIZATION AND STAFF. Include an organizational chart for the project showing the name(s) of the project manager and key personnel along with pertinent, resumes of each. Describe the specific contribution to the project by each of the key personnel, the percentage of staff-hours that each will devote to the effort and the hourly rate. Include a summation of the minimum staff-hours of staff-days of professional effort to be used. Prior approval shall be required for all subcontractors and must be identified in this submittal. Submit Federal Standard Form 255, Architect-Engineer and related Services Questionnaire for Specific Project.

PART XII AWARD CRITERIA

Submittal will be evaluated by the Advisory Committee on the basis of the following criteria listed:

- Past performance, 15%
 - The ability of professional personnel, 15%
 - Demonstrated ability to meet time and budget requirements, 10%
 - Recent, current, and projected workloads of the firm, 10%
 - Creativity and insight related to the project, 20%
 - Related experience on similar projects, and 25%
 - DBE participation by a certified disadvantaged business enterprise. 5%
- 100%

In accordance with Federal law and U.S. Department of Transportation policy, this agency/institution is prohibited from discriminating on the basis of disability in admission or access to, or treatment or employment in its programs or activities. GSATS reserves the right to reject all submittals and to not award the project.