

<u>PROPOSAL NOTICE NO.</u>	200-2132-002
<u>OPENING DATE AND TIME:</u>	Friday, May 27, 2022 at 4:00 PM
<u>REQUEST FOR PROPOSALS:</u>	2045 Metropolitan Transportation Plan Update for the Grand Strand Area Transportation Study

PART I GENERAL INFORMATION

- A. Proposals will be considered as specified herein or attached hereto under the terms and conditions of this proposal.
- B. Proposal 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. The proposing entity selected will be required to enter into an “LPA Consultant Basic Agreement” approved by the South Carolina Department of Transportation and the Federal Highway Administration. A sample of that agreement is available to all prospective offerors and should be reviewed and accepted as a condition of submitting a proposal.
- E. Nine (9) bound paper copies of your proposal and an electronic PDF copy are required.
- F. Sealed proposals will be received by Waccamaw Regional Council of Governments until 4:00 P.M. EST on the opening date shown.

Proposals are to be Hand Delivered, Express Mail and/or Mailed to:

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

ALL MAIL IS DELIVERED ONCE DAILY BY 12:00 NOON

The submitting offeror is required to have printed on the envelope or wrapping containing his proposal, the Proposal Notice Number specified in the RFP and the proposal opening date. Offerors who desire to receive a copy of the Statement of award must include a self-addressed stamped envelope.

Prohibition of Gratuities: The Waccamaw Regional Council of Governments is subject to relevant prohibitions in Title 8 Chapter 13 of the 1976 CODE OF LAWS OF SOUTH CAROLINA.

PART II SCOPE OF PROPOSAL

The Grand Strand Area Transportation Study (GSATS) is requesting proposals to develop a Metropolitan Transportation Plan Update (MTP Update) for the GSATS Metropolitan Planning Organization (MPO) study area.

All proposals must be complete and carefully worded and must convey all of the information requested. If the proposal 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 RFP non-responsive and therefore not considered for award. GSATS will not accept nor request additional information of an offeror in order to determine responsiveness.

PART III INTRODUCTION

Purpose: The request for proposal (RFQ) provides interested offerors with sufficient information to enable them to prepare and submit written proposals for consideration by the Grand Strand Area Transportation Study, herein after referred to as "GSATS," to develop an MTP Update for the MPO study area. This project is funded by Federal planning assistance and Surface Transportation Program funds, from the Federal Highway Administration (FHWA), from the South Carolina Department of Transportation, and from the North Carolina Department of Transportation"

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

Background: The Grand Strand Area Transportation Study (GSATS) Policy Committee was formed on August 2, 1985. The formation of GSATS was in preparation of the Grand Strand area being designated an Urbanized Area (UZA) by the 1990 Census. The 1990 Census designated Myrtle Beach, Socastee, Surfside Beach, Garden City, Murrells Inlet and environs as the Myrtle Beach UZA. The GSATS Policy Committee was designated as the MPO Policy Committee on May 18, 1992. The Waccamaw Regional Council of Governments (WRCOG) and the South Carolina Department of Transportation (SCDOT) were designated as the Planning Staff of the MPO.

The 2010 decennial Census reported that the "Myrtle Beach--Socastee, SC/NC" urbanized area had a population of 215,304. The U.S. Secretary of Transportation published a listing on July 18, 2012 of urbanized areas that exceeded 200,000 in population designating them as Transportation Management Areas (TMAs). Designated TMAs are subject to special planning and programming requirements including a Congestion Management Process (CMP) and certification of the transportation planning process by the Federal Highway Administration and the Federal Transit Administration no less often than once every four years.

The MPO study area includes the urbanized part of the Myrtle Beach region, as defined by the US Bureau of Census, plus the area expected to become urbanized over the next twenty years. The GSATS' Study Area, as approved by the Policy Committee on March 8, 2013, is the land eastward of the Waccamaw River from the Lockwood Folly River in North Carolina to where it intersects with US 17, then follows the US 701 alignment to Georgetown and takes in the cities of Georgetown and Conway (see enclosed map Attachment IV). Portions of Horry and Georgetown counties in South Carolina and Brunswick County in North Carolina are included in the urbanized area and the study area making GSATS a bi-state MPO.

The GSATS Policy Committee is required to develop and adopt a Unified Planning Work Program, a Public Participation Process, a five (5) year Transportation Improvement Program (TIP), a Title VI Plan and a twenty-five (25) year Long Range Transportation Plan (LRTP). They are also required to publish an Annual List of Obligated Projects.

Information Available to Successful Offeror:

1. GSATS 2040 Metropolitan Transportation Plan (MTP), 2017
2. GSATS 2040 MTP Appendix J – “GSATS – US 17/Georgetown County Corridor Study Update, 2021
3. GSATS 2035 LRTP Appendix I – “Congestion Management Process” 2014
4. GSATS Travel Demand Model (TDM) for TransCad
5. Updated Land Use data for Horry and Georgetown Counties, sidewalk inventories, and various other related data collected by WRCOG and DOT
6. GSATS FY 2019-2028 TIP
7. Waccamaw Region Rural Transportation Plan
8. Statewide Multi Modal Plan
9. US Highway 17 Corridor Studies (North Myrtle Beach, Kings Highway, and South Strand) 2002-2008
10. Comprehensive Plans for Horry, Georgetown, and Brunswick Counties
11. City of Myrtle Beach Comprehensive Plan, Transportation Sub-element
12. Conway Transportation Plan
13. Georgetown County Transportation Plan
14. Myrtle Beach Downtown Redevelopment Corporation Circulation Study
15. Southern Evacuation Lifeline (SELL) Draft Environmental Impact Statement
16. Carolina Bays Parkway Northern Extension DEIS
17. Horry County / North Myrtle Beach Transportation Plan
18. Waccamaw Regional East Coast Greenway Master Plan
19. City of Myrtle Beach Street Car Feasibility Study
20. Coast RTA Transit Development Plan
21. Horry County's Road Improvement Development Effort Reports

PART IV SCOPE OF WORK

METROPOLITAN TRANSPORTATION PLAN (MTP Update)

The specific TASKS of the contractor shall be as follows:

Task 1 - Identify Transportation Facilities

The consultant in cooperation with local planners and the MPO staff will identify the existing transportation facilities; roadways (minor collectors, major collectors, arterials, highways and freeways) major intersections (unsignalized and signalized) and interchanges; sidewalk and bikeway/path systems, public transit routes (local and from outside the area), airports, port(s) (Georgetown, Charleston and Wilmington), freight and rail terminals, major freight distribution routes, multimodal and intermodal facilities, transit assets, military installation(s), as well as state parks, major tourist destinations, regional recreation facilities and educational institutions.

Task 2 - Level of Service Standards

The consultant will develop level of service (LOS) standards to be used in the analysis of the existing and proposed roadway system, intersections and interchanges within the GSATS Study Area. The consultant should also develop and present level of service (LOS) standards for the bike, pedestrian, and transit networks that exist including quantitative analysis of their accessibility to individuals with disabilities.

The consultant will develop existing land use trip generation rates consistent with the Trip Generation Manual published by the Institute of Traffic Engineers and nested equivalent future land use categories and projected rates.

The consultant will develop peak hour and day factors specific to the study area with the use of SCDOT's permanent Automatic Traffic Recorder station data, (or its equivalent in North Carolina) other readily available sources, for use in dynamic traffic assignment.

The Consultant will also be required to reconcile published local and DOT Functional Class designations for all facilities identified and produce a listing, which meets FHWA standards. This includes locally owned and maintained roadways that are identified on the MTP Update as eligible for Federal aid.

Task 3 - Existing Transportation Facilities

The consultant will use the Grand Strand Area Transportation Study (GSATS) Travel Demand Model (Model) developed for the 2040 LRTP and the 2019 projected land use to "backcast" and determine the impacts on the existing

roadway system, intersections and interchanges for the year 2019. The following issues (as a minimum) are to be determined:

- trip distribution and traffic assignment
- traffic volumes (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
- deficiencies of the existing transportation system and recommend improvement and/or corrective measures

Task 4 - Future Transportation Facilities

The consultant will use the model and the projected land use to determine the impacts of development within the Study Area for the years 2025, 2030, 2035, and 2045 or other sequence of time periods that correlate with the short, mid, and long range funding options presented in Task 12.

The consultant will use the results and recommendations of the supplied studies, reports, and information for each year referenced.

The following conditions (as a minimum) are to be determined for each scenario:

- 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
 - deficiencies (if applicable)
- A. The existing roadway system including: intersections and interchanges with the improvements as found in the GSATS Transportation Improvement Program (TIP) FY 2019-2028.
- B. The existing roadway system including: intersections and interchanges with the necessary improvements to maintain and/or improve to a desired peak season ADT LOS for acceptable system operation Level "D" and meeting the Congestion Management Strategies (CMS) for GSATS (no new roadways – only widenings and other improvements).
- C. The existing roadway system including: intersections and interchanges with the necessary improvements and additional new roadways,

intersections and interchanges to maintain and/or improve to a desired peak season ADT LOS for acceptable system operation Level "D" and meeting the CMS for GSATS.

Task 5 - Pedestrian Walkways and Bikeways

The consultant will review (all local and municipal governments) existing plans, including the East Coast Greenway ECG Master Plan and recommend improvements and/or interconnectivity. If any local or municipal government does not have a plan, the consultant shall make appropriate recommendations. At a minimum, the ECG alignment will need to be defined in the North Carolina portion of the study area and refined in South Carolina portion of the study area.

The consultant will also analyze the impact of educational facilities on peak hour congestion (primary, secondary, and postsecondary) and provide specific guidance for site selection and connectivity to minimize the impact of educational facilities on the overall transportation system.

Task 6 - Compliance with Management Systems

The consultant will comply with all applicable Management Systems, as defined by GSATS and the DOTs. 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.

Task 7 - Improvements of Access to Non Roadway and Transit Transportation Facilities

The consultant will facilitate involvement from agent(s) for each transportation facility (airport, port, freight and rail terminals, multimodal and intermodal facilities), as well as for state parks, major tourist destinations, regional recreation facilities and educational institutions to determine the existing and future access needs of each facility.

Task 8 - Plan Connectivity

The consultant will identify any conflict with existing/proposed SCDOT and NCDOT transportation projects that exist or are planned outside the MPO Study Area.

Task 9 - Design Concepts and Cost Estimates

- A. The consultant will determine the cost and other measures necessary to preserve and operate the existing transportation system (including

requirements for operational improvements, resurfacing, restoration, and rehabilitation of existing and future major roadways, as well as operations, maintenance, modernization and rehabilitation of existing and future transit facilities) and make the most efficient use of existing transportation facilities to relieve vehicular congestion and enhance the mobility of people and goods.

- B. The consultant will develop design concepts and provide visualization for the various transportation improvements. Based on these design concepts the consultant will derive preliminary cost estimates for each improvement.

Task 10 - Multi/Intermodal Transportation System Evaluation

The consultant will include a Multimodal evaluation of the transportation and financial impact of the overall plan, including all ongoing major transportation investments.

The consultant shall also evaluate environmental and cultural resources including:

- Environmental Justice Issues (in minority populations and low-income populations);
- recreational and scenic resources;
- historic and archaeological resources;
- threatened and endangered species;
- hazardous and solid waste sites and facilities;
- hydrology and wetlands; and
- effects on land use and development.

Task 11 - Rating and Ranking Transportation Improvements

The consultant will develop rating systems for the different types of facilities, as defined in Task 10. Using these systems the consultant shall rank the improvements by type. The consultant shall incorporate available socioeconomic analysis, as well as, environmental and cultural resource parameters into the project ranking process.

The consultant will also be responsible for documenting coordination with the SCDOT Office of Planning to ensure that projects are ranked in accordance with established procedures and regulations under South Carolina's ACT 114 and with the NCDOT Strategic Planning Office to ensure that projects are ranked in accordance with current and future prioritization processes.

Task 12 - Identification of Funding Options

- A. The consultant will state all current methods/sources of funding transportation, including avenues available in the Bipartisan Infrastructure

Law, (roadway, transit, etc.) for projects within the GSATS Study Area. The consultant will project these funds to year 2025, 2030, 2035, and 2045.

- B. 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 for the 2025, 2030, 2035, and 2045.
- C. The consultant will combine Task 12A and 12B in developing a financial plan to fund the most efficient Multi/Intermodal Transportation System for the years 2025, 2030, 2035, and 2045.

Task 13 - Inclusion of Additional Chapters and/or Appendices

The consultant will perform technical and statistical analysis of state DOT's prioritization processes and recommend strategies for improved ranking criteria.

Task 14 - Planning Requirements and Performance Measures

The consultant will list the eight planning provisions required by MAP-21 for MPO's and the location where each factor has been addressed/complied with, in the MTP Update.

The planning factors include:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and nonmotorized users;
3. Increase the security of the transportation system for motorized and nonmotorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and

8. Emphasize the preservation of the existing transportation system.

The Performance Measures include:

1. Targets that address surface transportation and public transportation, with attention to transit asset management and transit safety;
2. Reduction in traffic fatalities and serious injuries;
3. Infrastructure condition;
4. Congestion reduction;
5. System efficiency;
6. Freight movement and economic vitality;
7. Environmental sustainability;
8. Timely delivery of programmed projects; and
9. All performance measures must be assessed and their progress be summarized in a “System Performance Report.”

Task 15 – GSATS Model Update

- A. The Consultant will update and convert Existing and Committed and Metropolitan Transportation Plan versions of the GSATS model;
- B. Update TAZs, land use, network capacities, and modernize link geometry to current conditions;
- C. Include interim year models for time periods that correlate with the short, mid, and long range funding options presented in Task 12;
- D. Develop and test the Model in TransCad version 9.0 64bit, or latest standard version, with complimentary User Interface;
- E. Develop and test signal optimized Existing and Committed and Metropolitan Transportation Plan versions of GSATS model with Dynamic Traffic Assignment or micro simulation with TransModeler.
- F. Expand model to incorporate any new urbanized area boundary (UZA) as directed by the Advisory Committee;

- G. Perform screen line and other reputable analysis of major travel corridors to ensure that the model accurately replicates the GSATS' roadway; and
- H. Provide information documenting the general modeling design, data gathering, model validation, calibration process, future year assumptions and forecasts, and other related information deemed necessary for the model's future use or as suggested by FHWA's Certification Checklist for Travel Forecasting Methods. This is to be included in a Model User's Guide.

Task 16 – Public Involvement and Visualization

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

Task 17 - Other Required Products

- A. The consultant shall attend a minimum of five working meetings with the MPO Staff and Advisory Committees.
- B. Submit an implementation schedule for the performance of each task. All work cited above shall be completed by December 31, 2022.
- C. Prepare and submit to the Advisory Committee status reports of all tasks performed on a monthly basis. A draft final report with executive summary and one-page fact sheet shall be required by December 1, 2022.
- D. Prepare and submit up to 12 Technical Memorandums on subjects related to the MTP Update development as requested by the Advisory Committee.
- E. The successful offeror shall be available to make appropriate presentations regarding the project at the request of the MPO. A minimum of 7 presentations are envisioned as follows:
 - 3 introductory public presentations (one per county).

- 3 public presentations of the Draft Report (one per county), as per the GSATS Public Participation Process.
 - 1 presentation of the Final Report to the GSATS Policy Committee.
- F. 18 hard copies of the Draft Report along with a digital copy that is web ready and one that can be used to produce additional hard copies.
- G. 25 hard copies of the Final Report along with a digital copy that is web ready and one that can be used to produce additional hard copies.
- H. 100 hard copies of the 24 inch by 18 inch poster Final Report - Executive Summary of the Long Range Plan along with a digital copy that is web ready and one that can be used to produce additional hard copies.
- I. 4 hard copies of the GSATS Model User's Guide (with CD copy of Model files in each) along with 21 contact hours of training and 60 hours of on-call user support.

PART V. PUBLIC INVOLVEMENT

There must be adequate opportunity for public officials (including elected officials) and citizen involvement in the development of the Metropolitan Transportation Plan before it is approved by the GSATS Policy Committee.

Public meetings shall include opportunities for interested parties (including citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit and other interested parties) to be involved in the plan development. All aspects of the Metropolitan Transportation Plan and its development need to be consistent with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990 and the National Environmental Policy Act of 1969 as amended.

Advisory Committees

The GSATS Study Team and the North Carolina Technical Coordinating Committee will each create an Advisory Committee to work closely with the consultant during the development of the Long Range Plan Update. These committees will be a subcommittee comprised of members of their respective groups. Participation is open to all members. Others may be included if the committees desire.

The consultant selection committee will be made up of members of both subcommittees, with a minimum of the following: GSATS MPO Director, SCDOT Planning, SCDOT Program Manager, SCDOT District Engineer, Coast RTA Executive Director, NCDOT Planning Division,

NCDOT Division 3, and one member from each of the three counties (Brunswick, Georgetown and Horry).

PART VI. 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 the required schedules.
- E. Be eligible to receive an award under applicable laws and regulations of the States of South Carolina, North Carolina and the Federal Government and be willing to enter into an “LPA Consultant Basic Agreement” that is approved by the South Carolina and North Carolina Departments of Transportation and the Federal Highway Administration.

It is the policy of the MPO to use Disadvantage Business Enterprises (DBEs) when possible. DBEs are strongly encouraged to submit a proposal and/or partner with another consultant.

PART VII CONTRACT TERM/OPTION TO EXTEND

The term of this contract shall be for the period beginning with the date of award and continuing through November 30, 2023. 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.

Type of Contract

Compensation for the services shall be a cost plus fixed fee with a contract maximum with all costs subject to pre award & final audits. Invoices may be submitted monthly and they shall be based on the percentage of the overall scope of work accomplished within the previous month. GSATS reserves the right to retain ten percent (10%) of all reimbursements until a final audit has been satisfactorily completed, if such action were in the best interest of GSATS.

PART IX PROPOSAL CONTENTS

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

- A. PROPOSAL COVERAGE. Cover the scope of work and the general objectives to which the proposal is addressed.
- 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. 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 or staff-days of professional effort to be used. Prior approval shall be required for all subcontractors and must be identified in this proposal.
- D. EXPERIENCE. Include a list of projects currently in progress or completed within the last five (5) years 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.

PART X AWARD CRITERIA

Proposal will be evaluated by a review panel using the following criteria and weight value:

- A. Quality of the proposal and its probable effectiveness in the accomplishment of project objectives
 - 1. Definition of the tasks to be undertaken, how they will be carried out and the plan to achieve project objectives. **(25 points)**
- B. Organization/Qualifications
 - 1. Recent relevant experience in similar projects and knowledge of Transportation Planning and Design, Financing, and Computer Programming and Modeling. **(25 points)**
 - 2. Emphasis, which the contractor places on this project; specifically, the staff commitment and their familiarity with the GSATS region. **(25 points)**
 - 3. Responsibility for identified tasks assigned to named individuals within the organization. The capability of the named individuals with the organization. The capability of the named individuals must be indicated including educational background and work experience. **(10 points)**
 - 4. Reasonableness and completeness of the project management plan and lines of responsibility. A management plan showing assignments and procedures for supervision, coordinating and integrating tasks. **(10 points)**

5. DBE participation by a certified disadvantaged business enterprise. (5 points)

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.