

**VOLUSIA TRANSPORTATION PLANNING ORGANIZATION**  
***CORRIDOR IMPROVEMENT PROGRAM (CIP) PHASE I: ASSESSMENT OF US 1/SR 5***

**NOTICE OF REQUEST FOR PROPOSALS**

The Volusia Transportation Planning Organization (hereafter referred to as the “VTPO”) is seeking a qualified firm for professional services to complete an assessment of the US 1/SR 5 corridor as part of the Corridor Improvement Program (CIP).

The VTPO has amended its Unified Planning Work Program to include a task entitled Corridor Improvement Program (Task 5.08). Under this task the VTPO intends to pursue coordinated strategies to identify and promote specific projects that have been identified and/or recommended from previous studies and/or existing plans.

The first step in this program is to assess the US 1/SR 5 corridor. The assessment will include the collection and analysis of all transportation studies previously undertaken on all or part of the identified corridor; this includes, but is not limited to, PD&E’s, crash data, master plans, transportation concurrency exception areas (TCEA’s), comprehensive plans, transportation studies, community redevelopment area (CRA) plans, overlay districts, and the Transit Development Plan (TDP). This assessment will be undertaken with an eye towards identifying conflicts and commonalities between and among the various plans, conflicts and commonalities between and among improvements recommended by the various studies previously undertaken, conflicts and commonalities between and among the existing plans and improvements recommended by previous studies. The firm will also compile an inventory of existing conditions along the corridor including lane width, turn lanes, paved shoulders, pedestrian and bicycle facilities, medians, transit stops and amenities, and generalized land use characteristics, identifying safety concerns within the corridor such as lighting deficiencies, failing intersections, curb cuts, inadequate pavement marking, and ADA issues. This will be done utilizing all existing available data sources.

The selected firm will assist the VTPO in completing a corridor assessment that will serve to improve the safety and effectiveness of the US 1/SR 5 corridor from the Brevard County line to I-95 in Ormond Beach. The US 1/SR 5 corridor assessment activities will be conducted concurrently in two sections as identified below:

- ✓ Section I: US 1/SR 5 Rose Bay north to I-95 in Ormond Beach
- ✓ Section II: US 1/SR 5 Rose Bay south to the Brevard County Line

**To be considered responsive firms must submit the following:**

- The firm’s name, address, phone number and e-mail address and indication as to whether the prime firm and/or sub-consultants are disadvantaged business enterprises (*DBE*) and/or minority business enterprises (*MBE*).
- A table of estimates outlining anticipated staff involvement and labor hours required for the completion of tasks as well as any additional expenses that might be incurred.
- Names and qualifications of the project manager and key staff members/consultants/subcontractors who would be involved in the project.
- Provide three (3) previous work products in this field.

- Provide four (4) professional references.
- Estimated project schedule outlining major tasks. (*Note: majority of tasks are expected to be completed in 90 days, presentations and final reports within 150 days*)
- Description of the project approach addressing the tasks described in the Scope of Services. (*not to exceed 5 pages in length*)

**Additional details**, including the **Scope of Services**, are available on the Volusia TPO's website at [www.volusiatpo.org](http://www.volusiatpo.org), or by contacting the Volusia TPO for a copy. **Interested parties should review the Scope of Services.**

A **pre-submittal meeting** will take place at **1:00 p.m. on August 10, 2011** at the VTPO office located at 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, FL 32114.

Questions about the **Scope of Services** may be submitted **by e-mail on or before August 17, 2011**, to Jean Parlow at [jparlow@volusiatpo.org](mailto:jparlow@volusiatpo.org). Ms. Parlow will research any questions and post responses on the website at [www.volusiatpo.org](http://www.volusiatpo.org) by **August 22, 2011**.

To be considered responsive, applicants must submit **six (6) hard copies** of their proposal to the VTPO **no later than August 29, 2011 at 12:00 noon**.

Responses/Proposals **must** be addressed to:

Ms. Jean Parlow, Transportation Database Manager  
Volusia Transportation Planning Organization (VTPO)  
2570 W. International Speedway Blvd., Suite 100  
Daytona Beach, FL 32114-8145

The selection committee will invite **three (3) firms** to come and make an **oral presentation** on the firm's capabilities and approach to this work effort to be held on **September 9, 2011** in the VTPO conference room.

**Proposals will be evaluated by a Selection Committee using the following criteria:**

<b>CRITERIA</b>	<b>POINTS</b>
I. Technical Ability	
A. Understanding of the project	0 – 20
B. Firms experience with similar projects	0 – 20
C. Technical approach and/or innovative ideas	0 – 20
<b><i>Subtotal Technical Ability Score</i></b>	<b><i>0 – 60</i></b>
II. Management	
A. Experience of project manager and support staff	0 – 20
B. Prior success in delivering similar projects	0 – 20
<b><i>Subtotal Management Score</i></b>	<b><i>0 – 40</i></b>
<b><u>Total Proposal Score</u></b>	<b><u>0 – 100</u></b>

The VTPO reserves the right to waive minor irregularities in a proposal providing the irregularity is non-substantive in nature. The VTPO may also reject all bids with or without cause, if determined by the agency that all proposals are not responsive or responsible.

***CONSULTANT ELIGIBILITY:*** *It is a basic tenet of the VTPO's contracting program that contracts are procured in a fair, open, and competitive manner. The VTPO requires that Consultants representing the VTPO be free of conflicting professional or personal interests.*

*Nondiscrimination: The Consultant, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment.*