



**REQUEST FOR PROPOSALS  
For Consultant Services**

**Regional Survey for Long Range  
Transportation Plan**

**Requested by  
The Mid-America Regional Council**

**October 2, 2023**

## Table of Contents

A. PURPOSE AND INTRODUCTION .....	3
B. PROJECT BACKGROUND .....	3
C. STUDY AREA .....	3
D. SCOPE OF SERVICES .....	3
E. STUDY SCHEDULE .....	4
F. PROPOSAL SUBMITTAL REQUIREMENTS .....	4
G. SELECTION PROCEDURE .....	6
H. PROPOSAL EVALUATION CRITERIA .....	7
I. PRE-PROPOSAL MEETING AND QUESTION SUBMITTAL .....	8
J. CONTRACT AWARD .....	8
K. PROJECT BUDGET .....	8
L. PERIOD OF PERFORMANCE: End date of January 31, 2024.....	8
APPENDIX i SURVEY INSTRUMENT .....	9
<b>Transportation Needs</b> .....	10
<b>Investing in the Transportation System</b> .....	13
<b>How to pay for the plan/willingness</b> .....	13
<b>Preparing for electric vehicles</b> .....	14
<b>Demographic and Socioeconomic Questions</b> .....	14
ATTACHMENT A SUMMARY OF ATTACHMENTS.....	17
ATTACHMENT B AFFIRMATIVE ACTION CHECKLIST .....	18
ATTACHMENT C CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION .....	19
ATTACHMENT D GOVERNMENT SPECIAL PROVISIONS .....	20

## **REQUEST FOR PROPOSALS**

### **A. PURPOSE AND INTRODUCTION**

The Mid-America Regional Council (MARC) seeks consulting services to complete a statistically representative survey of the nine-county metropolitan planning organization area. The survey is to gather data to inform the update of the region's long range transportation plan, [Connected KC 2050](#).

### **B. PROJECT BACKGROUND**

Connected KC 2050, the Kansas City metro's regional transportation plan, serves as a blueprint for managing the region's transportation system. MARC's Board of Directors adopted the plan at its June 23, 2020, meeting. Required by the federal government, the plan identifies transportation improvements for the next 30 years. As the metropolitan planning agency for the Kansas City region, MARC is required to update the regional plan every five years. The update of Connected KC 2050 is anticipated to be adopted by the MARC Board of Directors in June 2025.

### **C. STUDY AREA**

The survey is to be conducted in the following counties:

Kansas Counties	Missouri Counties
Johnson	Cass
Leavenworth	Clay
Miami	Jackson
Wyandotte	Platte
	Ray

### **D. SCOPE OF SERVICES**

The selected vendor will provide the following services and deliverables.

Task 1. Survey Instrument. The selected vendor will review and provide recommendations for the draft document that has been developed by MARC staff and is included in Appendix 1. The draft document outlines the question's intention with staff's attempt at question formulation. It is expected that the selected consultant will provide feedback as to how to improve survey questions to accomplish the stated intentions. The feedback may include but is not limited to alternative question format to improve clarity eliminate leading questions, or other remedies to improve clarity and response.

Task 2. Survey Administration and Statistical Thresholds. Administer a random survey instrument to accomplish a statistically valid survey of the nine counties listed in section C. The survey is to be conducted during November and December 2023. The survey's purpose is to better understand levels of concurrence with current regional transportation direction, planning and policy. We desire a sufficient total number of survey responses to be obtained to accurately represent the region and seek consultant guidance on the appropriate sample size in each county. The survey respondents should also closely reflect the overall demographic distribution

of the region (age, sex, race, ethnicity and income level) and distribution by community type (urban, suburban, and rural). The survey must achieve an overall 95 percent confidence level with an overall margin of error of plus or minus 3.4%, or better. The report must also include county level statistical analyses with a 95% level of confidence and a precision of at least plus or minus 7.8% while ensuring demographic and location representation. It is expected that the survey will be conducted in Spanish for any respondents that are Spanish speakers with limited English proficiency.

**Task 3. Reports and Data.** The following deliverables are expected under this proposal:

- Draft Connected KC 2050 Survey Report: electronic copy is acceptable but must contain raw data and initial analyses. Completed and transmitted to MARC by December 29, 2023.
- Presentation of Survey Results: One electronic presentation slide deck of the results of the survey including significant findings and analyses. A draft presentation is to be delivered by January 8, 2024, and will incorporate any changes to the draft which may be necessary to prepare the presentation for the Total Transportation Policy Committee and the MARC Board of Directors meetings listed below.
- Final Connected KC 2050 Survey Report: Electronic copy of full report including raw data and analyses. Completed by close of contract period.

A vendor representative, utilizing the electronic presentation slide deck mentioned above, will present the findings at two committee meetings, one meeting of the Total Transportation Policy Committee (January 16, 2024) and one MARC Board of Directors meeting (January 23, 2024). The dates noted are the desired presentation dates.

## E. STUDY SCHEDULE

Milestone	Date
RFP Released	September 25, 2023
Pre-bid Workshop	October 3, 2023, 1 pm CDT, Lewis & Clark Room, MARC offices
Questions Due	October 6, 2023, noon CDT
Questions & Answers Posted	October 9, 2023 End of Business
Proposals Due	October 13, 2023 3 pm CDT
Review of Proposals	October 16 – 18, 2023
Interviews	November 2, 2023
Negotiate Scope	November 2 – 8, 2023
Execute Contract	November 9 – 13, 2023
Notice to Proceed	Within two business days after receipt of signed contract
Project Completion	January 31, 2024

## F. PROPOSAL SUBMITTAL REQUIREMENTS

To be eligible for consideration, **one electronic** copy of the response to the RFP must be received by the Mid-America Regional Council no later than 3:00 pm CDT, on **October 13**,

**2023.** Late submittals will not be considered and will be returned to the submitter unopened. The font should not be smaller than 12 point. Covers, cover letter (single page max) and table of contents are not included in the 6-page limit. Further details regarding page counts follow:

Item	Page Requirements
1. Proposed Project Approach	Six single letter sized pages total.
2. Qualifications	Item 2 not included in the page count for item 1. Three single sided pages or their equivalent max for narrative of qualifications. Three additional single pages total for resumes. Listing of relevant work within last 5 years not to exceed three pages. Nine pages maximum for qualifications narrative, resumes and relevant work.
3. Disadvantaged Business Enterprise (DBE) Goal	Not included in proposal page count.
4. Affirmative Action Checklist	Not included in proposal page count.
5. Certificate Regarding Debarment	Not included in proposal page count.

Please email your submission to Beth Dawson at [bdawson@marc.org](mailto:bdawson@marc.org) and Taylor Cunningham, [tcunningham@marc.org](mailto:tcunningham@marc.org) . It is your responsibility to ensure that the proposal has been received and not blocked by a spam filter or rejected due to file size. To confirm receipt of the file, contact Beth Dawson at [bdawson@marc.org](mailto:bdawson@marc.org) / 816.701.8325 or Taylor Cunningham, [tcunningham@marc.org](mailto:tcunningham@marc.org) / 816.701.8228, prior to 3:00 pm CDT, on **Friday, October 13, 2023.**

Questions should be directed to Beth Dawson at [bdawson@marc.org](mailto:bdawson@marc.org) or 816-701-8325. All questions must be received by noon CDT on Friday, October 6, 2023. All questions will be posted to a Question and Answer page on the MARC website by close of business on October 9, 2023. A link to that page will be posted on the RFP page, <https://www.marc.org/about-marc/funding-and-rfps>.

The following items must be addressed in all proposals:

- PROPOSED PROJECT APPROACH:** Responses should include a proposed approach to the project that includes the proposer's understanding of the project's objectives and local context, tentative schedule for project completion, a description of your approach to each of the tasks listed in Section D, description of all project deliverables and tentative public engagement process. Please provide your staff capacity for meeting the project requirements. Identify the key team members who are likely to be assigned to this contract if your proposal is selected along with a description of their roles and responsibilities. State approximate date your business/firm is available to begin work on the Project. Provide a list of subcontractors to be included on the consultant team, along with a brief description of their qualifications and services they are likely to perform.
- QUALIFICATIONS:** Proposals should indicate general and specific qualifications of the proposer in disciplines appropriate to this project and specifically convey the role of the proposer in each case cited. An emphasis and priority in evaluation will be placed on firms with qualifications and experience that have resulted in successful implementation of comparable projects. A brief narrative (three pages maximum) may also be included

regarding the firm's capabilities to carry out this project, including special assets, areas of expertise, analytical tools, data sources, etc. to which the firm may have access.

Proposals shall also include:

- a. A listing and summary of similar projects undertaken within the last five (5) years, by proposing firm and/or its subcontractors, showing contract amounts, description of work performed, client contact persons, phone numbers, and e-mail addresses;
  - b. Resumes of key professional staff who will be assigned to this project (3 single pages maximum);
  - c. Description of the existing and anticipated workload of individuals assigned to this project during the period of this study. Any reassignment of designated key staff shall not occur without mutual consultation and the consent of the Mid-America Regional Council and [sponsor].
  - d. References. (3 – 4 including contact name, phone number and email address)
3. **DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL:** Although there is no stated DBE goal for this project, MARC encourages the use of DBEs when possible.
  4. **AFFIRMATIVE ACTION CHECKLIST:** If applicable, proposers must complete and enclose with their proposal company's Affirmative Action Plan (see Attachment B Affirmative Action Checklist). Required for all contractors, primary or sub, who have 50 or more employees.
  5. **CERTIFICATION REGARDING DEBARMENT:** Each proposer is required to certify by signing the "Certification Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion" (Attachment C). "Certification Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion" is a certification that the proposer is not on the U.S. Comptroller General's Consolidated Lists of Persons or Firms Currently Debarred for Violations of Various Contracts Incorporating Labor Standards Provisions. Required of primary only.
  6. **GOVERNMENT SPECIAL PROVISIONS:** See Attachment D.

Confidentiality of Information Contained in the Proposals Submitted in Response to this RFP. MARC is a public organization and complies with the Missouri Sunshine Law. All proposals and supporting documentation submitted to MARC in response to an RFP will remain confidential until a final contract has been executed. A Proposer shall give specific attention to the clear identification of those portions of its proposal that it considers confidential, proprietary commercial information or trade secrets, and provide justification why such materials, upon request, should not be disclosed by MARC under the Missouri Sunshine Law requirements. Proposers are advised that, upon request for this information from a third party, MARC is required to make an independent determination whether the information can be disclosed. Information which is claimed to be confidential is to be clearly labeled as "Proprietary". The Proposer's entire proposal response package shall not be considered proprietary.

## **G. SELECTION PROCEDURE**

MARC staff and federal/state agency representatives overseeing funding for this contract will review submissions and select those that best meet the evaluation criteria set forth below.

Those proposers and/or proposer teams will be selected by October 19, 2023. Short-list proposers should be available for interviews and/or presentations on November 2, 2023. The final selection of a Contractor shall occur on November 9, 2023. MARC reserves the right to negotiate a contract, including a scope of work, and contract price, with any proposers or other qualified party.

Review will be conducted by a committee made up of representatives from Mid-America Regional Council. Interviews will take place with short-listed firms.

This Request for Proposals does not commit MARC to award a contract, to pay any cost incurred in preparation of a response to this Request, or to procure or contract for services or supplies. MARC reserves the right to accept or reject any and all responses received as a result of this Request, or to cancel this Request in part or in its entirety if it is in the best interest of MARC to do so. Proposers shall not offer any gratuities, favors, or anything of monetary value to any officer, employee, agent, or director of MARC for purpose of influencing favorable disposition toward either their proposal or any other proposal submitted as a result of this Request for Proposal.

MARC reserves the right to suggest to any or all proposers to the Request for Proposals that such proposers form into teams of consulting firms or organizations deemed to be advantageous to MARC in performing the Scope of Work. MARC will suggest such formation when such relationships appear to offer combinations of expertise or abilities not otherwise available. Proposers have the right to refuse to enter into any suggested relationships.

All proposals submitted hereunder become the exclusive property of MARC.

## **H. PROPOSAL EVALUATION CRITERIA**

The proposals submitted by each Contractor, Firm, or Contractor Team, will be evaluated by the selection committee according to the following criteria:

- A. Specialized experience and technical competence of the contractor and assigned staff relative to the scope of work and task requirements outlined in this RFP (35%)
  - 1. Experience of project manager.
  - 2. Experience of the prime contractor(s) and subcontractor(s).
  - 3. Amount of dedicated time of key staff allocated to the project.
  - 4. Experience of other assigned individuals.
  - 5. Familiarity with local demographics necessary to accurately assess regionally representative sampling.
- B. Project cost, schedule of persons – hour commitment (30%)
  - 1. Total project cost.
  - 2. Project schedule – surveying for raw data as soon as possible, and timeliness of reporting products.
  - 3. Total person – hour commitment.
  - 4. Total hours committed for the project manager.
- C. Understanding the nature of the project (25%)
  - 1. Understanding the proposed scope of work.
  - 2. General organization and clarity of the proposal.
  - 3. General understanding of the regional significance of the project.
  - 4. Ability to interpret the results of collected raw data within regional context and provide assistance in identification of implications of statistical findings.

- D. References reflecting previous work experience of the project team and satisfactory accomplishment of contractor responsibilities (10%)
1. Quality of final product.
  2. Ability to meet work schedule.
  3. Responsiveness to client input.

## **I. PRE-PROPOSAL MEETING AND QUESTION SUBMITTAL**

MARC will host a pre-proposal meeting for all interested consultant teams to ask questions and gain clarity around any elements or requirements of this RFP.

When: Wednesday, June 7, 10 am CDT  
Where: Mid America Regional Council, Lewis & Clark Room and via Zoom  
600 Broadway, Ste. 200  
Kansas City, Mo. 64105

<https://member.marc.org/ap/Events/Register/nPeGWm9r>

All questions/requests for clarifications must be submitted in writing to MARC by **October 6, 2023 at noon CDT.**

Please submit questions in writing to **Beth Dawson** at [bdawson@marc.org](mailto:bdawson@marc.org) .

MARC will post all questions, answers and clarifications to <https://www.marc.org/about-marc/funding-and-rfps> .

## **J. CONTRACT AWARD**

From the firms expressing interest, a committee will review the submittals and rank the firms. Shortlisted firms will be notified to schedule an interview during the stated interview period.

The remaining firms will be notified by letter after the agreement is approved by the Board.

## **K. PROJECT BUDGET**

The level of funding for this project will be based on the scope of work with a strong preference given for the lowest and best qualified bid. MARC is using state and federal money to fund this project. The final level of contractor funding and contract price will be negotiated between MARC and the contractor. The anticipated budget for the project is approximately \$35,000.

## **L. PERIOD OF PERFORMANCE: End date of January 31, 2024.**

Both the project budget and the period of performance are subject to change based on the availability of funds or other unforeseen events or activities.



## **APPENDIX i**

### **SURVEY INSTRUMENT**

A copy of the draft survey instrument is provided for your information. It illustrates the topics that we are looking to address. The questions shown are an attempt to address those topics. A note is provided with each section of questions to explain our intent. The selected provider will be expected to recommend improvements to the survey and alternative question methods, if needed, to provide better information from, and completion of, the survey instrument.

CONNECTED KC 2050 is the metropolitan transportation plan for Greater Kansas City. It provides a policy framework for the investment of anticipated federal, state and local funds based on anticipated needs and regional goals and objectives through the year 2050. The plan contains:

- Vision — a long-term vision for the region's transportation system.
- Goals and strategies — what the region wants to achieve and how we plan to do it.
- Transportation projects — major regional transportation investments that help accomplish goals.

Public input is an important part of the Connected KC 2050. Listening to and learning from the residents of the Kansas City region helps planners gain a fuller understanding of community needs and what transportation investments should be made to respond to those needs.

What matters to you? Your opinion counts!

## Transportation Needs

The transportation system and design of our cities are always changing in response to market demands and through careful planning that responds to the needs of communities.

**1. Which needs do you think should be prioritized most? Please select how important these needs are to you, with 4 as very important, and 1 as not important. [Question to understand overall importance of need.]**

- Walkable and bikeable corridors and destinations – Streets and routes that allow for safe walking and biking to businesses and amenities.
- Road and bridge condition – Roads and bridges that are in good condition to serve the needs of today and the future.
- Travel time – finding ways to reduce the amount of time it takes to get to places when using cars, public transit, biking, walking, and other modes.
- Travel time for freight trucks – Ensuring freight trucks are able to move efficiently around the region.
- Access to jobs using public transportation – Ensuring that public transportation runs frequently, reliably, and to destinations with high concentrations of jobs.
- Transportation choices – The ability to use different types of transportation to reach local and regional destinations.
- Safety – Reducing risk of injury and fatalities on all modes of transportation.
- Bikeways – Ensure that residents in the region have access to bikeways for safe recreation and travel to local and regional destinations.
- Healthy Environment – Ensure that air and quality is healthy for regional residents, ensure natural ecosystems can flourish and reduce harmful greenhouse gas emissions.
- Resilience – Developing green infrastructure and adapting existing infrastructure for extreme weather events and a changing climate.
- Affordable housing options – Production and rehabilitation of different housing types that are affordable for households of different incomes.
- Housing choices – Production and rehabilitation of different housing types at different price points.

2. Which needs do you think should be prioritized most? Please rank the following list of needs, with the most important need at the top of the list and least important at the bottom. [Question to understand relationship of needs to each other.]

- Walkable and bikeable corridors and destinations – Streets and routes that allow for safe walking and biking to businesses and amenities.
- Road and bridge condition – Roads and bridges that are in good condition to serve the needs of today and the future.
- Travel time – finding ways to reduce the amount of time it takes to get to places.
- Travel time for freight trucks – Ensuring freight trucks can move efficiently around the region.
- Access to jobs using public transportation – Ensuring that public transportation runs frequently, reliably, and to destinations with high concentrations of jobs.
- Transportation choices – The ability to use different types of transportation to reach local and regional destinations.
- Safety – Reducing risk of injury and fatalities on all modes of transportation.
- Bikeways – Ensure that residents in the region have access to bikeways for safe recreation and travel to local and regional destinations.
- Healthy Environment – Ensure that air and quality is healthy for regional residents and ensure natural ecosystems can flourish.
- Resilience – Developing green infrastructure and adapting existing infrastructure for extreme weather events and a changing climate.
- Affordable housing options – Production and rehabilitation of different housing types that are attainable for households of different incomes.
- Housing choices – Production and rehabilitation of different housing types at different price points.

3. What other needs do you think should be addressed in the Connected KC 2050 plan?

## Transportation Priorities

1. Which of the following considerations are most important when it comes to funding future transportation projects? Please indicate the degree to which you agree or disagree with each of the following priorities. [Question to understand relative importance of each priority.]

SA	A	N	D	SD
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- **AIR QUALITY** — Prioritize projects and programs that reduce pollution to ensure compliance with health-based air quality standards.
- **GREENHOUSE GAS REDUCTION** - Reduce the amount of carbon dioxide and other greenhouse gases coming from transportation sources.
- **CLIMATE RESILIENCE** - The ability to anticipate, prepare for, and respond to hazardous events, trends, or stressors related to climate.
- **COMPLETE AND GREEN STREETS** — Design, build and maintain streets that are safe and convenient for all travelers, including pedestrians, bicyclists, motorists, transit riders and freight, and that use natural systems to improve environmental qualities.

- **ELECTRIC VEHICLES** — Develop policies and programs to encourage the purchase of electric and no-emission vehicles for fleets, personal vehicles, and car-sharing programs for low-income individuals. Encourage local governments to require all new residential and commercial buildings to provide charging facilities.
- **EMERGENCY PREPAREDNESS** — Recognize and integrate the important role transportation systems play in emergency response and recovery and emphasize the needs of vulnerable populations.
- **EQUITABLE ACCESS TO TECHNOLOGY** — Ensure innovative transportation technology facilities and services are accessible to residents of all races, ages, abilities, and income levels.
- **EQUITABLE INVESTMENT** — Support greater investment in transportation projects that address the needs of disadvantaged populations and communities and ensure more equitable outcomes.
- **GOODS MOVEMENT** — Support the safe and efficient multimodal movement of goods across the region's roadways, railroads, ports and airports and ensure that freight facilities are developed in alignment with land-use, workforce and environmental goals.
- **GREEN INFRASTRUCTURE** — Integrate environmental, land use and transportation planning to achieve multiple policy goals using natural and engineered ecosystem services within transportation programs and projects.
- **TRANSPORTATION HUBS** — Work with local governments to develop, fund and build hubs in key activity centers where transit services connect with a variety of other transportation modes so people can easily switch from bike to bus, rent a car or bike, hail a ride, meet a vanpool, or charge an electric vehicle.
- **MOBILITY INNOVATIONS** — Promote innovative services and technologies that expand or enhance safe and efficient mobility options for people and goods.
- **MORE MODE CHOICES** — Prioritize broader implementation of accessible mobility services, such as bicycle, scooter, and car-sharing options, as well as microtransit services that supplement and connect to public transportation services.
- **PUBLIC TRANSPORTATION** — Expand and enhance transit services along high-demand corridors. Provide microtransit, or other on-call mobility services for lower-density areas throughout the region.
- **CONNECTIONS** — Support improvements to intercity passenger and freight transportation facilities and services that connect our region to domestic and international markets.
- **SAFETY** — Prioritize safety for all modes of travel through engineering, educational and enforcement solutions. This may include engineering efforts such as traffic calming and street tree planting, educational outreach such as public service, and enforcement of safe driving behaviors.
- **SYSTEM EFFICIENCY** — Design, fund and implement projects and programs that improve and maintain reliable, efficient system operations, including transportation demand management strategies, and intelligent transportation systems.
- **SYSTEM MAINTENANCE** — Allocate adequate funding and employ effective asset management practices to preserve and maintain the region's transportation systems in a state of good repair.
- **TRAILS AND BIKEWAYS** — Implement connected trails, greenways and the network of on- and off-road facilities. Develop this system with an increased emphasis on natural resource conservation and restoration of connected stream and riparian corridors.
- **URBAN HEAT ISLANDS** — Reduce the amount of heat-absorbing infrastructure within the transportation system using emerging technologies and best practices, such as increasing the tree canopy coverage in rights-of-way and considering tree canopy disparities in areas with vulnerable populations.

- **WEATHER EVENTS** — Improve the operational response to weather events by employing effective technologies that monitor the integrity of transportation infrastructure and relay real-time data.
- **CARBON REDUCTION** - Reduce the amount of carbon dioxide and other greenhouse house gases coming from transportation and the amount of fossil fuels used.

## Investing in the Transportation System

**1. Based on your own values and priorities, how would you spend transportation dollars?**  
**[Question to understand prioritization of investments, alternative means of identifying needs. Is it possible to monitor if a minimum of 5 categories are selected? Is it possible to calculate if the total is \$100 or not. If <> \$100, prompt edits to equal \$100.]**

Assume for a moment that you are responsible for spending \$100 of your transportation taxes. In the spaces below, please indicate how many dollars you would allocate to each of the project categories listed. To ensure the region meets a wide range of needs, you must allocate funds to **at least five** different categories, but may place any amount of funds in those five or more categories. **Remember, the total must add up to \$100.**

- \$\_\_\_\_\_ Bike paths, bike lanes, and sidewalks
- \$\_\_\_\_\_ Public Electric (E)-bikes for short term rentals/sharing
- \$\_\_\_\_\_ Maintenance/rehabilitation of the existing highway system
- \$\_\_\_\_\_ Bus transit service
- \$\_\_\_\_\_ Rail transit service
- \$\_\_\_\_\_ New public transit infrastructure (buses, amenities and stops)
- \$\_\_\_\_\_ New roadways
- \$\_\_\_\_\_ Rebuilding roadways to reflect growth and the changing needs of local residents
- \$\_\_\_\_\_ Congestion management projects (such as traffic signal timing technology)
- \$\_\_\_\_\_ Transportation services for older adults and people with disabilities
- \$\_\_\_\_\_ Carpool lanes, bus lanes, and park and ride lots that support alternatives to driving alone
- \$\_\_\_\_\_ Traffic signal coordination, freeway monitoring (KC Scout) and other technology systems
- \$\_\_\_\_\_ Electric Vehicle charging stations
- \$\_\_\_\_\_ Electric vehicles for city/county fleets
- \$\_\_\_\_\_ Projects that help transportation infrastructure hold up to the impacts of extreme weather
- \$\_\_\_\_\_ Projects that enhance the safety of the transportation system

**2. Are there other transportation projects types not listed that you think you should be funded?**

## How to pay for the plan/willingness

Transportation funding comes from a mix of sources including federal grants, state, city, county and private funds. Funding projections show that there is not enough funding to meet all transportation needs. In order to increase funding going towards important transportation projects, new funding sources may need to be considered. **Which sources of funding would you support?** **[Question to understand which funding options are palatable.]**

For each of the following new funding sources, please indicate your level of support. Explanations and pros and cons for each can be found here: <https://connectedkc.org/new-funding-sources/>.

(1) Do not support ; (2) Neutral (3) Not sure? (4) Support; (5) Strongly Support

- **LOCAL MOTOR FUELS TAXES** – Traditional fuel taxes on gasoline and diesel as well as Leaking Underground Storage Tank fees are not indexed to inflation. Tax revenue only increases if more gasoline is purchased.\_
- **TOLLS** – Tolls can be used for whole roadway corridors or express travel lanes. Tolls can be collected and used for road maintenance and other corridor improvements.\_
- **FUEL TAXES ON ALTERNATIVE FUELS** – With the adoption of alternative fuel vehicles, traditional motor fuel taxes may decrease revenue. Taxing the electricity used to charge electric vehicles or hydrogen fuel may help fund energy grid improvements and roadway maintenance.\_
- **REGIONAL INVESTMENTS IN PUBLIC TRANSPORTATION** – Transition public transportation funding from being primarily funded city-by-city to a county-wide or regionally sourced tax to fund and expand public transportation options across the region.
- **ROAD USER CHARGES** – Road user charges are distance-based taxes or fees typically calculated based on vehicle miles traveled. Under this concept, motorists would pay fees based on distance driven and, perhaps, on other costs. The methods of collecting these charges could range from electronic transmittal of mileage data directly from vehicles to manual reporting of a vehicle's odometer reading, perhaps taken during an annual inspection.
- **VALUE CAPTURE METHODS** – A form of public financing that allows for the recovery from private land owners, some or all of the value of the public infrastructure that is constructed in support of a development project.

## Preparing for electric vehicles

How likely are you to purchase an electric vehicle (EV)? Please mark the answer that best fits you or your household.

I plan to purchase an EV in the next year

I plan to purchase an EV in the next 5 years

I plan to purchase an EV in the next 10 years

I have some interest in getting an EV in the future, but not sure when

I have no interest in buying an EV

Of the following barriers, which, if any, are holding you back or delaying you from purchasing an electric vehicle? (Select all that apply)

- Not enough public charging stations
- Purchase price
- Insufficient driving range
- Don't know enough about EVs to buy one
- Nowhere to charge it at home
- Long charging times
- Lack of options among plug-in electric models currently on the market
- Higher state registration fees for EVs
- Difficult to use technology
- Other

## Demographic and Socioeconomic Questions

The following questions will help MARC make sure that we have heard from a variety of perspectives from across the region. This information does not identify you in any way and individual responses will not be shared publicly. **[Looking for guidance on standardization.]**

1. Home zip code: \_ \_ \_ \_ \_
2. Are you currently employed? yes/no
3. How often do you work from home? (part-time, full-time, not at all, does to apply to me)
4. Work zip code. If you work from home full-time, use home zip code. (not required) \_ \_ \_ \_ \_
5. What is your age?
  - Under 25
  - 25-34
  - 35-44
  - 45-54
  - 55-64
  - 65+
  - Prefer not to say
6. Gender?                      Male                      Female                      Non-binary                      Prefer not to say
7. Annual household income?
  - Less than \$25,000
  - \$25,000-\$49,999
  - \$50,000-\$99,999
  - \$100,000-\$149,999
  - \$150,000-\$199,999
  - \$200,000 - \$249,999
  - More than \$250,000
  - Prefer not to say
8. Do you consider yourself Hispanic or Latino/a?                      YES                      NO
9. Which best identifies your race? (*Circle ONE*)
  - Black/African American
  - White
  - Alaskan Native/Native American
  - Asian
  - Native Hawaiian or Other Pacific Islander
  - One or more
  - Other
  - Prefer not to say
10. Do you rent or own the place where you live?
  - Rent
  - Own
  - Other
10. How many people live in your household, including yourself?
  - 1
  - 2
  - 3
  - 4+

11. Do you have access to a vehicle?

No access

Limited access

I own my own vehicle

12. Do you or a member of your household identify as a person with a disability or other chronic condition?

Yes

No

Prefer not to answer

13. Are you a veteran? Yes/no

14. What is the highest level of education you have completed?

- Some high school, no degree
- High school degree
- Some college, no degree
- Associate degree
- Bachelor's degree
- Master's degree
- Ph.D. or higher
- Trade school
- Prefer not to say
- Other \_\_\_\_\_

15. Do you use public transit (for any type of trip) in the Kansas City Area?

Frequently

Sometimes

Rarely

Never



**ATTACHMENT A**  
**SUMMARY OF ATTACHMENTS**

1. Complete the AFFIRMATIVE ACTION CHECKLIST Attachment B.
2. Complete the CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION Attachment C.
3. GOVERNMENT SPECIAL PROVISIONS: Attachment D
  - a. KDOT Special Attachment
  - b. Travel and Meal Policy

## **ATTACHMENT B**

### **AFFIRMATIVE ACTION CHECKLIST**

Federal regulations require that any firm of 50 or more employees soliciting an assisted federally funded contract must have an affirmative action program. If applicable, please provide a brief response to the following items that would typically be covered in any such program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted
2. Name of Affirmative Action Officer
3. Statement of commitment to affirmative action by the chief executive officer
4. Designation of an affirmative action officer, of assignment of specific responsibilities and to whom the officer reports.
5. Outreach recruitment
6. Job analysis and restructuring to meet affirmative action goals
7. Validation and revision of examinations, educational requirements, and any other screening requirements.
8. Upgrading and training programs
9. Internal complaint procedure
10. Initiating and insuring supervisory compliance with affirmative action program
11. Survey and analysis of entire staff by department and job classification and progress report system
12. Recruitment and promotion plans (including goals and time tables)

## ATTACHMENT C

### CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This Certification is required by the regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The Regulations are published as Part II of the June 1985, Federal Register (pages 33, 036-33, 043)

**Read instructions for Certification below prior to completing this certification.**

1. The prospective proposer certifies, by submission of this proposal that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this transaction by any Federal department or agency.
2. Where the prospective proposer is unable to certify to any of the statements in this certification, such prospective proposer shall attach an explanation to this proposal.

---

Date                      Signed – Authorized Representative

---

Title of Authorized Representative

Instructions for Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion:

1. By signing and submitting this agreement, the proposer is providing the certification as set below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

## ATTACHMENT D

Special Attachment No. 1  
Page 1 of 2

## KANSAS DEPARTMENT OF TRANSPORTATION

Special Attachment  
To Contracts or Agreements Entered Into  
By the Secretary of Transportation of the State of Kansas

## PREAMBLE

The Secretary of Transportation for the State of Kansas, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. § 2000d to 2000d-4) and other nondiscrimination requirements and the Regulations, hereby notifies all contracting parties that it will affirmatively ensure that this contract will be implemented without discrimination on the grounds of race, color, national origin, sex, age, disability, income-level or Limited English Proficiency ("LEP").

## CLARIFICATION

Where the term "contractor" appears in the following "Nondiscrimination Clauses", the term "contractor" is understood to include all parties to contracts or agreements with the Secretary of Transportation, Kansas Department of Transportation. This Special Attachment shall govern should this Special Attachment conflict with provisions of the Document to which it is attached.

## ASSURANCE APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in its Federally-assisted programs of the U.S. Department of Transportation, the Federal Highway Administration (FHWA), the Federal Transit Administration ("FTA") or the Federal Aviation Administration ("FAA") as they may be amended from time to time which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontractors, Including Procurements of Material and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA, Federal Transit Administration ("FTA"), or Federal Aviation Administration ("FAA") to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or, the FHWA, FTA, or FAA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA, FTA, or FAA may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of the paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any

subcontract or procurement as the Recipient or the FHWA, FTA, or FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

#### ASSURANCE APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- The Federal Aid Highway Act of 1973 (23 U.S.C. § 324 et. seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et. seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et. seq.), prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL No. 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with LEP, and resulting agency guidance, national origin discrimination includes discrimination because of LEP. To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681)

KDOT POLICY FOR  
CONSULTANT CONTRACT REIMBURSEMENT  
FOR  
HOTEL AND PER DIEM

Attention Contract Partners:

The following policy for hotels and per diem rates will be effective January 1, 2023, for contracts with consultants and sub-consultants statewide.

	Daily Meals (max.)	Per Meal Allowance		Lodging before tax	Max Lodging Addl 50%*
Standard rate for all Kansas locations except Wichita & KC/OP	\$59.00	Breakfast \$8.85 Lunch \$20.65 Dinner \$29.50		\$98.00	\$147.00
Wichita (includes Sedgwick County)	\$64.00	Breakfast \$9.60 Lunch \$22.40 Dinner \$32.00		\$103.00	\$154.50
KC/Overland Park (includes Johnson, Wyandotte, & Leavenworth counties)	\$64.00	Breakfast \$9.60 Lunch \$22.40 Dinner \$32.00		\$123.00	\$184.50

\*Prior approval required


No out-of-state hotel bills will be reimbursed without advanced written approval (for prime and/or sub-consultant). An amount above these daily rates or un-approved out-of-state stays will not be reimbursed.

Per diem will be allowed only with overnight travel. Per diem reimbursement/invoicing must be submitted with hotel receipt. If the hotel provides breakfast, breakfast per diem reimbursement will not be allowed except for extenuating circumstances. Extenuating circumstance justification must be provided in writing at time of invoice. Submit company's policy prior to starting work. A summary must be provided with billings recapping costs per day per individual. Please notify your sub-consultants of these rates.

Mileage will be limited to the State of Kansas approved rate of \$0.585/mile unless the company has audited vehicle usage rates for their company vehicles. Receipts are required for: Airport parking (limited to \$14/day); Tolls, Rental vehicles (economy class only), and Equipment Rentals. Equipment, vehicles, reproduction/printing, CADD, GPS, etc., charged as direct expense must have an audited rate to be used. Direct equipment expenses without an audited rate and "snacks" for meetings will not be allowed.

Reimbursement rates may change as State and/or Federal policies change.

Thank you.

  
\_\_\_\_\_  
Scott King, P.E., Interim Director  
Division of Engineering and Design  
Kansas Department of Transportation

01/11/2023

\_\_\_\_\_  
Date

C: Pam Anderson, Chief, Bureau of Fiscal Services