

REQUEST FOR PROPOSALS

Kansas City Regional Transportation Resiliency Study: Phase 1 Scoping

Requested by



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Kansas City Regional Transportation Resilience Study: Phase 1 Scoping

Mid-America Regional Council (MARC) is seeking qualified consultants to identify a scope and methodology that will inform the development of a transportation system-focused vulnerability and resiliency framework for the Kansas City region. MARC anticipates that the framework will be used to reduce risks and vulnerabilities and increase the resiliency of the regional transportation system. The framework should consider the transportation sector's contribution to climate change and recommendations offered with deference to the long-term efficacy of those systems.

MARC Point of Contact

All inquiries relating to this RFP should be directed to the individual shown below. For telephone inquiries, call (816) 701-8348. E-mail inquiries may be directed to rumberger@marc.org. All inquiries shall be submitted on or before 5:00 PM on October 6th. A response from MARC to all inquiries shall be posted and sent via email no later than October 11, 2023.

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Background

MARC is striving to make our community more resilient by identifying, evaluating, and implementing resiliency actions to reduce vulnerabilities in the regional multi-modal transportation system. MARC defines community resilience in the [Regional Climate Action Plan](#) as the sustained ability to use resources to respond to, withstand, recover and bounce forward from adverse situations. The climate plan includes a high-level risk and vulnerability assessment, recognizing three chief hazards expected to be exacerbated by climate change: flooding, drought, and excessive heat. This study will build upon that analysis in the transportation context, including surface transportation and freight facilities. Further, the regional plan, and this study, emphasizes social equity as a priority element within a systems-based vulnerability assessment.

Community resilience is only as strong as the networks, relationships and resources that are available to support individual and community well-being and quality of life. Community resilience also requires planning and emergency preparedness to mitigate the shocks and stresses brought on by climate change. A resiliency framework will create a set of analytical tools,

criteria, and decision-making supports to substantially increase the ability of the community and the multimodal transportation system to withstand, recover and bounce forward from disruptive events such as flooding, extreme heat, intense storms. The framework will protect long-term investments by federal, state, and local government in transportation infrastructure. The framework also will identify ways in which the transportation infrastructure contributes to regional risks and vulnerabilities (e.g. urban heat islands, and flooding associated with transportation-based impervious surfaces) and develop appropriate mitigation strategies.

Development of a transportation resiliency framework is intended to identify, synthesize, and provide an implementation plan for “resiliency actions” with the greatest impact in terms of increasing sustainability and resilience, minimizing risk, reducing damage, and enhancing existing rules, regulations, and programs in a cost effective, and efficient manner. Study recommendations should be innovative in their treatment of resiliency and adaptation strategies. Reducing transportation emissions, building resilient infrastructure, and ensuring climate justice will be critical to the development of a system capable of withstanding the shocks of a changing climate.

MARC suggests that the [Federal Highway Administration’s \(FHWA\) Climate Change and Extreme Weather Vulnerability Assessment Framework](#) will serve as the backbone for the study. Proposals should demonstrate compatibility and consistency with existing plans, including [Connected KC 2050](#), [KC Regional Trails and Bikeway Map](#), [Kansas](#) and [Missouri](#) Regional Hazard Mitigation Plans and the [KC Regional Pedestrian Policy Plan](#). The consultant will evaluate this or other relevant frameworks as the basis for this study. FHWA’s Climate Change and Extreme Weather vulnerability Assessment Framework consists of five parts:

1. Set Objectives and Define Scope
2. Compile Data
3. Assess Vulnerability
4. Analyze Adaptation Options
5. Incorporate Results into Decision-Making

Scope of Services

Part 1 of the framework is the focus of this RFP. Specifically, the intent of the project is to scope the scale and methodology involved in developing a complete vulnerability assessment and adaptation/resilience framework. Per FHWA guidance, setting objectives and defining the scope of the analysis includes four steps: 1) articulate objectives for the assessment; 2) define the scope of the study; 3) select and characterize relevant assets; and 4) identify key climate variables to study. Selecting relevant assets for a study is among the most important steps. Often considered under a “criticality” rubric, this task, in essence, acknowledges that a transportation agency most

often does not have the resources to protect assets against extreme weather stresses. Thus, the agency should identify which assets or facilities are most critical, most often relating this to some agency goal. Consequently, the framework should be modified to be sensitive to local circumstances. For example, the framework does not provide guidance on how the vulnerability analysis would extend beyond transportation system assets. In Kansas City, the vulnerability assessment should consider, at a minimum, environmental, public health, safety, and economic development impacts as well.

By drawing on the experience of the consultant team, MARC, partner stakeholder agencies, and members of the community, we seek to determine answers to the following questions:

1. What does it mean for the region's transportation network to be resilient?
2. What are the community's acceptable levels of risk and uncertainty in planning for desired resiliency-related outcomes?
3. What are the potential actions and steps towards progress that the region could take to improve resiliency?
4. What policies, plans, programs, or actions are most cost-effective to achieve desired levels of resiliency?
5. What have previous plans and studies said about specific measures which could improve the resiliency of our transportation infrastructure?
6. What level of investment would this require to achieve the desired results?
7. What are the potential actions that could improve resiliency within existing regional programs?
8. What actions are most cost-effective to achieve desired levels of resiliency?
9. What actions will produce the greatest benefit for environmental justice communities?
10. What actions are supported by the public to achieve desired resiliency levels?

The selected consultant will complete the following tasks:

- Task 1: Project Management and Coordination
- Task 2: Engage the Public
- Task 3: Provide an SOW for Phase 2 of the Study

Task 1: Project Management and Coordination

The consultant will be responsible for developing and implementing a project schedule that includes milestones, deliverables, coordination activities, etc. The consultant should plan to participate in planning and coordination meetings with MARC on a regular basis throughout the project. Further, a cross-disciplinary team is necessary to effectively address the range of issues included in the assessment.

Scope:

- Develop a project schedule including milestones, critical path items, and community meetings.
- Attend project meetings or conference calls.
- Identify stakeholders who have expertise and knowledge to contribute to a vulnerability assessment (i.e. asset managers, district-level staff/maintenance personnel, emergency responders, engineers, GIS specialists, government/university climate science researchers, municipal staff, transportation planners, transportation systems management and operation staff, state and federal agency representatives)

Deliverables:

- Project schedule
- List of partners and champions within stakeholder groups
- Meeting agendas and minutes (key decisions, action items)

Task 2: Engage the Public

The consultant will engage the public throughout the region in order to get feedback on defined objectives.

Scope:

Consultant will develop and implement community engagement and communications strategy to understand community and agency perspectives, priorities, and approaches. The strategy may include a variety of in-person or virtual strategies.

Deliverables:

- Community engagement and communications strategy
- Implementation of engagement actions (e.g. focus groups, surveys, community/committee discussions, etc.)
- Development and curation of online content to support project activities.
- Summary of findings to support recommended scoping strategies and methods.

Task 3: Provide a scope of work for phase 2 of the study to implement recommendations

Based on the results of the public input, consultant will develop a scope of work for phase 2. The scope should examine how climate stressors (increased annual precipitation, drought, extreme heat, etc.) may directly or indirectly affect important transportation assets. The scope should begin the groundwork of identifying relevant assets which will be the focus of the of the assessment. Assets can include infrastructure such as roads,

freight, rails, and bridges, but they can also include support facilities, vehicles, intelligent transportation systems, and ecosystem-related infrastructure.

Scope:

- Evaluate relevant resiliency scopes and methods from federal agencies and other national precedent studies.
- Develop locally-preferred approach, informed by community engagement efforts.
- Characterize relevant assets to examine which may be the focus of the assessment. Transportation infrastructure such as roads, freight, rails, and bridges will be a focus, but assets can also include support facilities, vehicles, intelligent transportation systems, and ecosystem-related infrastructure.

Deliverables:

- Report outlining recommended scope and methodology, based on community input and review of national frameworks and precedents.

Submittal Requirements

Proposals in response to this request must be received by **5:00 p.m. CT on October 20, 2023**. One electronic copy in PDF format (15 MB max) of the proposal should be sent via email to Ryan Umberger at rumberger@marc.org. To be eligible for consideration the application may not exceed 12 (twelve) single sided pages to the following specifications: Calibri, 12pt font, single-spaced, résumés and references are not included in the 12-page maximum. It is the submitter's responsibility to ensure successful receipt of the submission. The proposal should include the following sections:

Cover Sheet

A single page cover sheet shall list the name of the consultant team or individual with names, email addresses and phone numbers of individuals who may be contacted to answer questions. Also, the cover sheet shall state who prepared the submittal and how that person(s) can be reached, including phone number and email address.

Introductory Statement and Qualifications

A statement briefly describing the proposer's solution as specified in Scope of Services and a statement of qualifications about the proposer's area(s) of expertise, length of time in business, number of employees and offices. Provide a brief narrative explaining your team's understanding

of the project goals and scope. Highlight what you see as the unique opportunities, challenges, and priorities of this project and how your team will address them.

Project Approach

Describe your team's approach to the project's scope of work. Include information on methods, meetings, deliverables, and other project related information for the tasks. Include any project approaches or ideas not included in the Scope of Services that you would apply to this project to enhance the quality of your services. The consultant is encouraged to offer additional insights and may propose modifications to the scope of work.

Project Timeline and Staff Commitment

Provide a description of work tasks for developing a regional transportation resiliency study for Kansas City. Include a detailed schedule for phase 1 of the plan's development. For key personnel, please indicate percentage of time each will be able to dedicate to this project.

Resumes and References

Please include key resumes for those who will be working on the project. Identify at least three references for similar projects completed by the personnel proposed for this project. Include the client, contact person, mailing address, email address, and telephone number for each reference. References from previous clients should involve projects completed within the last five years.

Selection Criteria

MARC will use the following criteria to evaluate the proposal:

Criteria	Weight
Project Understanding and approach	35%
Qualification and experience of firm	30%
Examples of past performance	20%
Completeness of proposal	15%

Project understanding and approach: The proposal demonstrates an understanding of the requested services and includes a proposed approach to the project, including key activities, study milestones, timelines, and deliverables. It should also refine and confirm deliverables, as outlined in the scope of work section of this proposal. Also, identify potential risks that may affect cost, schedule, or project success as well as proposed consultant activities to mitigate the identified risk.

Qualification and experience of firm: Qualifications, experience, and availability of the proposing firm. The application shows a commitment to producing a regional transportation resiliency study.

Examples of past performance: The proposal demonstrates the consultant’s relevant experience and technical capabilities in transportation planning necessary to successfully execute the work set forth in this RFP.

Completeness of proposal: The proposal shows an understanding of project objectives. Includes the consultant’s proposed methodology, desired results, and expected outcomes. Demonstrates innovative ideas and an efficient approach that accomplishes objectives set forth in this RFP.

Anticipated Budget & Project Schedule

The level of funding for Part 1 of the framework will be based on the proposed scope of work. This project is grant-funded, and the award is contingent on funding availability. The budget for Phase 1 of this project cannot exceed \$150,000. The final level of contractor funding and contract price will be negotiated between MARC and the contractor. If elements of the proposed scope of work are expected to exceed the budget, applicants should include details about scaling the scope of the project to meet the budget.

A selection panel will be comprised of MARC staff, local government, and MARC committee representatives. The consultant selection process will be overseen by a committee representing partner communities and will be subject to MARC procurement processes. The following is an outline of the proposed project schedule. The schedule may be modified while refining the contract scope of work after the consultant selection process has been completed.

Activities	Schedule
Issue Request for Proposals	Sept. 29, 2023 at 5 pm CT
RFP Questions Due (sent to MARC Point of Contact)	Oct. 6, 2023 by 5pm CT
Q&A Posted	Oct. 11, 2023 by 5pm CT
Submissions Due	Oct. 20, 2023 by 5pm CT
Short List Announced	Nov. 3, 2023 at 5 pm CT
Interviews	Week of Nov. 16, 2023
Recommendation to Award (pending MARC Board Approval)	Nov. 28, 2023 at 5 pm CT
Contract Execution/ Notice to proceed	Dec. 2023

Commence Work: Immediately following execution of agreement with MARC. MARC will review, and score submitted proposals and select those that best meet the selection criteria set forth in this RFP. The final selection of a Contractor shall occur by November 28, 2023, contingent upon subsequent approval by MARC’s Board of Directors. MARC reserves the right to negotiate a

contract, including the scope of work, and contract price, with any proposers or other qualified party.

Americans with Disabilities Act (ADA): If you need special services provided for under the Americans with Disabilities Act, please contact the Human Resources office at 816-474-4240 at least 48 hours before the scheduled event. MARC programs are non-discriminatory as stated by Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI complaint form, call 816-474-4240 or visit the Equity and Civil Rights page.

Disadvantage Business Enterprise (DBE) Participation: MARC's DBE policy requires that qualified DBEs be afforded an equitable opportunity to participate in contracts. MARC has a DBE goal of 22%. Proposers are strongly encouraged to involve DBEs in subcontracting or joint ventures and help us reach that goal.

Debarment: Each proposer will be required to certify by signing the "Certification Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion" Attachment B. Additionally the vendor must be registered in the U.S. Government System Sam.gov <https://sam.gov/content/home>. "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.

Award of contract

This Request for Proposal does not commit MARC to award a contract or pay any costs incurred in association with this RFP preparation and/or response. MARC reserves the right to accept or reject any proposal received as a result of this request, or to cancel any or all sections of this RFP, if it is considered to be in the best interest of MARC. MARC reserves the right to negotiate with proposers related to project cost, or for technical or other revisions that may result from these negotiations. A decision to contract with any proposer will be made by the MARC Board of Directors, following a staff recommendation.

ATTACHMENT A: SUBMITTAL SECTION

Transportation Vulnerability and Resiliency Framework Scoping

PROPOSAL ELEMENTS AND FORMAT

The response to this RFP, for items A-E below, is limited to a maximum of 12 (twelve) 8.5"x11" single sided pages using Calibri, 12 pt font, single spaced, and no less than 0.5" margins. Sheets sized 11"x17" count as two pages. Covers, references, résumés, signature pages, W-9, and proof of insurance are not included in the 12-page maximum. Each response should be complete yet concise and contain only the elements shown below. Please avoid submittal of extraneous and unnecessary information.

A. Project Understanding and Approach

Provide a summary that demonstrates an understanding of the requested services and includes a proposed approach to the project, including key activities, study milestones, timelines, and deliverables. It should also refine and confirm deliverables, as outlined in the scope of work section of this proposal. Also, identify potential risks that may affect cost, schedule, or project success as well as proposed consultant activities to mitigate the identified risk.

B. Qualification and Experience of Firm

Provide relevant project experience and describe the consultant's team for the project. List any proposed sub-consultants. For the key project team members, please include:

1. A brief description of the individual's background and relevant experience (brief resume).
2. Each individual's years of relevant experience.
3. The role each individual will take on the project.

C. Examples of Past Performance

Include a list of clients for which the consulting company has performed similar work (include contact information for each client, with a maximum of five clients listed). References, résumés,

D. Completeness of Proposal

The proposal shows an understanding of project objectives. Includes the consultant's proposed methodology, desired results, and expected outcomes. Demonstrates innovative ideas and an efficient approach that accomplishes objectives set forth in this RFP. Consultant workload capacity is also a critical element of project success. The proposal shall include:

1. A proposed work schedule showing planning activities, study milestones, and project deliverables.
2. The team's workload capacity and commitments during the duration of the study period.

3. A statement of the company's commitment to accomplish the project in the proposed timeline.
4. A narrative of alternative methods to achieve results should project challenges require additional or new team members or resources.