



**SOUTH PLAINS ASSOCIATION OF GOVERNMENTS
1323 58th Street, Lubbock, TX 79412
806.762.8721**

REQUEST FOR PROPOSAL

Comprehensive Safety Action Plan for the South Plains Region of Texas

Proposals to be Submitted to:

South Plains Association of Governments

Attn: Chelsey Baldivia

(By USPS Only)

PO Box 3730

Lubbock, Texas 79452

(FEDEX, UPS & In person)

1323 58th Street

Lubbock, Texas 79412

**Proposal Due Date and Time:
Monday, August 12, 2024, 10:00AM
(Late bids will not be accepted)**

*To be opened and reviewed Monday,
August 12, 2024 at 11:00AM at the
SPAG office*

REQUEST FOR PROPOSAL

The South Plains Association of Governments (SPAG) seeks a qualified engineering, transportation planning firm or team to conduct research, analysis and complete a Comprehensive Safety Action Plan for the South Plains Region of Texas.

Respondents must reference and have knowledge of U.S. Department of Transportation, Safe Streets and Roads for All Grant Program and Notice of Funding Opportunity.

BACKGROUND

The South Plains Association of Governments (SPAG) is the local Council of Government serving fifteen counties, including incorporated cities and non-incorporated towns and census places of the South Plains region. These include the counties and the cities within Bailey, Cochran, Crosby, Dickens, Floyd, Garza, Hale, Hockley, King, Lamb, Lubbock, Lynn, Motley, Terry, and Yoakum. The SPAG operates federal and state funded programs and implements the related services throughout the region including 2-1-1 Texas South Plains, South Plains/Panhandle Aging/Disability Resource Center, 9-1-1 Emergency Communications, Criminal Justice Law Enforcement Academy, Homeland Security, Area Agency on Aging, and Regional Services and Economic Development.

The Regional Services and Economic Development Department operates using funding from and in coordination with U.S. Economic Development Administration, U.S. Department of Transportation, Texas Department of Transportation, Texas Department of Agriculture, Texas Commission on Environmental Quality, Office of the Governor, Texas Water Development Board, Texas Department of Housing and Community Affairs, Texas Parks and Wildlife Department, General Land Office, and Texas Division on Emergency Management. The Department also oversees the SPAG Rural Transportation Planning Organization to address the needs of rural communities not otherwise represented or benefiting as those existing in metropolitan planning organizations.

The SPAG, Regional Services department applied for funds made available by the U.S. Department of Transportation and has been awarded \$960,000.00 to develop a South Plains Comprehensive Action Plan, as an initial step and prioritizing and securing funding for safety improvement projects throughout the region. Approximately, \$844,800.00 has been budgeted from the award in order to pay for consultant services in relation to development of the plan. The in-kind contribution required is \$240,000.00. This initiative is a response to the transportation safety challenges of the region, as the extraordinary accident and fatality rate experienced on the streets, roads and highways continues to impact communities.

SCOPE OF WORK

A selected consultant will develop an action plan designed to improve the transportation network to significantly reduce or eliminate roadway fatalities and serious injuries. The plan must align with USDOT's zero death's vision. Implementation will focus on all users, including pedestrians, bicyclists, public transportation users, motorists, individuals with disabilities, and commercial vehicle operators. The study will prioritize streets, trade corridors and roads within the counties of Bailey, Cochran, Crosby, Dickens, Floyd, Garza, Hale, Hockley, King, Lamb, Lubbock, Lynn, Motley, Terry, and Yoakum; and areas not included in otherwise funded SS4A projects implemented by the City of Lubbock. Coordination to avoid duplication of effort will be expected.

Minimum tasks planned for delivery of the required Safe Streets and Roads for All grant includes.

- Demonstrating an understanding of requirements of the Safe Streets and Roads for All (SS4A) Action Plan Grant, Notice of Funding Opportunity (NOFO) Assistance Listing #20.939. An understanding of the required Federal and USDOT guidance including the National Roadway Safety Strategy (NRSS), the Safe System Approach, Executive Order 14008, Tackling the Climate Crisis at Home and Abroad (86 FR 7619), Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government (86 FR 7009), the President's greenhouse gas reduction, climate resilience, and environmental justice commitments.
- Outline Project Initiation: Describe steps to developing a partnership with the SPAG staff, the Safety Plan Project Steering Committee, and regional stakeholders important to the success of the project. Initial planning should include introduction and partnership engagement and facilitation of local transportation agencies, state and local law enforcement, traffic safety boards, human service agencies and community organizations, as well as local elected and administrative officials.
- Stakeholder Outreach: Include efforts to maximize public input. Describe methodology to engage public, private entities, community organizations, and the public representative of the region. Address the need for representation of underserved populations and communities. SPAG will take part in convening appropriate parties for public input and stakeholder outreach.
- Analyze Crash Data: Describe plans for completing research and analysis of data related to traffic, accident and fatality statistics, crash factors and types, and contributing factors; utilizing reportable data for public roads to identify broad engineering, education, and enforcement strategies. Identify the most at-risk and

highest incident roads and highways within each county, utilizing geospatial identification and benchmark crash data.

- Describe plans and methodology which will result in identification of a comprehensive set of projects and strategies, which are data driven, and incorporate best practices, stakeholder input, equity, and environmental considerations, to address safety problems. Develop written Safety Plan objectives consistent with the goals of the Steering Committee, and the SPAG to prioritize and specify roads, highways and corridors included in the plan. Collaborate with these groups and the public engagement groups to discuss development of the Safety Action Plan to ensure and confirm commitment to strategies and project priorities.
- The Safety Plan will include the safety needs of underserved communities. As part of this effort, a public involvement process that focuses on reaching underserved, underrepresented, and vulnerable populations will be undertaken to ensure inclusion and equity for all persons within the planning area. Public involvement efforts will follow SPAG's most recently adopted Title VI Plan. Include progress and transparency methods that measure progress over time after the Safety Plan is completed. Benchmark crash data should identify disproportional safety impacts within underserved communities, with priority given to non-state and federally owned roadway systems.

RESPONDENT’S QUALIFICATIONS:

Responses will be accepted from public or private industry planning professionals, economic development professionals and entities, and engineering firms with adequate transportation planning and feasibility studies experience. Responses must include principal parties, individuals and consulting partners and a list of qualifications.

CONTRACT TERMS:

The term period for any resulting contract or service agreement is expected to be September 1, 2024, through August 31, 2025. Costs will be eligible for billing will be based on an agreed timeline and project benchmarks.

RFP SCHEDULE

Announcement	July 28, 2024
Written Proposals Due	August 12, 2024
SPAG Evaluation, Selection, Negotiation	August 13, 2024
Initiate Consultant Contract	September 1, 2024
Draft Plan Due Date	March 1, 2025
Final Revisions Due	April 1, 2025

(The SPAG Reserves the right to modify the dates past the deadlines specified; all respondents will be notified)

Evaluation of Proposals Submitted in Response to RFP

A. Proposals will be evaluated as follows:

<u>Criteria</u>	<u>Maximum Points</u>
Quality of Proposed Approach & Methodology	35%
Demonstrated Capacity and Transportation Planning Experience	35%
Project Team Composition and Familiarity of Region	10%
Reasonableness of Cost	20%

- B. The minimum standards to be met if the proposal is to be evaluated include:
1. The proposal was submitted before the closing time and date.
 2. The proposing organization is not on a Federal or State Debarment List.
 3. The proposing agency or consultant is fiscally solvent.
 4. The person signing the proposal cover sheet as the submitting officer has the authority to do so.
 5. The proposed agency agrees to meet all Federal, State, and local compliance requirements.

- C. Evaluation is based on proposer's understanding of RFP, demonstrated capacity of staff involved in project, demonstrated experienced, proposed schedule, approach, and methodology.

PROPOSAL SUBMISSION REQUIREMENTS

Table of Contents:

The table of contents of the proposal should include a clear and complete identification of the materials submitted by section and page number.

Letter of Transmittal:

The letter of transmittal should include at least the following information:

1. An understanding of the SPAG and the U.S. Department of Transportation, Safe Streets for All NOFA and program requirements.
2. A positive commitment to perform the service within the period specified.
3. The names of people authorized to represent the respondent, their title, address, and telephone number.
4. Reference to a sealed envelope that contains the all-inclusive fee for which the project work will be completed.

Narrative:

Narrative should include project deliverables, proposed work plan and budget items. Identify all proposal elements related to the SCOPE of WORK to be offered and provide a thorough description of how each of those elements will be provided. An estimated timeline is required for each component.

Certifications and Assurances:

- By submission of a proposal, the agency certifies that all information contained is true and correct and shall be open to verification; that all costs are real and necessary for the provision of the proposed services; and has the legal authority to enter into a binding agreement. By submitting this proposal, the proposer is providing the certification that the proposal is a material representation of fact upon which reliance is placed when the SPAG determines to enter transaction, contract, or purchase agreement. The proposer also certifies that it shall provide immediate written notice to the SPAG if at any time the vendor learns that circumstances have changed with respect to debarment and suspension as defined by Executive Order 12549. If it is determined that the proposer

knowingly rendered an erroneous certification, in addition to other remedies available to the State and Federal Government, the SPAG may terminate any transactions, contract or purchase agreement for cause or default.

- All organizations awarded contracts will be required to provide assurances stating:
 - A. Legal organizational status.
 - B. Organization or any of its principal owners or partners are not barred from receiving state of federal funds.
 - C. Funds will not be used for lobbying on behalf of this program.
 - D. Equal Employment Opportunity, Americans with Disability, Civil Rights, Limited English Proficiency regulations and guidelines will be followed.
 - E. Proof System for Award Management (SAM.gov) registration is current and active and/or the organization is not suspended or debarred in the SAM.gov.

- The Contractor shall indemnify the SPAG only to the extent of the liability that was caused by the Contractor. To the fullest extent by law, the Contractor agrees to and shall indemnify, hold harmless, and defend the SPAG, its officers, agents, and employees from and against any and all claims, losses, damages, causes of action, suits, and liability, of every kind including all expenses of litigation, court costs, and attorney's fees for injury to or death of any person, for damages to any property, or for any breach of contract, arising out of or in connection with the work done by the Contractor under this Contract, provided and only to the extent that any such claim, loss, damage, cause of action, suite or liability is caused in whole or in part by an act or omission of the Contractor.

Cover Sheet for Proposal:

Please complete Attachment I and submit your proposal.

The SPAG requests a not-to-exceed, All INCLUSIVE, fee estimate proposal not to exceed \$844,800.00 In describing fees required, identify in-kind services and efforts planned to identify in-kind services as explained in the SPAG project plan.

Proposals should be clearly marked "Sealed proposal for SPAG- Comprehensive Safety Action Plan for the South Plains Region of Texas". Proposals received after the submission deadline will be returned unopened and will not be considered under any circumstance. Faxed proposals will not be considered. If submitted electronically, copies must be submitted to regional@spag.org and for in-person submission four (4) complete printed copies and one (flash drive) of the proposal are required at 1323 58th Street, Lubbock, TX 79412.







NOTICE: Applicants may submit written questions to Chelsey Baldivia at regional@spag.org. Questions submitted and responses will be shared weekly for complete transparency and equal opportunity. Prospective proposers who have received this document from a source

other than the SPAG website or the Administrative Department may immediately contact Chelsey Baldivia at regional@spag.org and provide their name, company, and e-mail address in order that addendum to the RFP or other communication can be sent to them. Any prospective proposers who fail to provide the SPAG with this information assume complete responsibility in the event they do not receive communications from the SPAG after the RFP issue date.

ATTACHMENT I – Proposal Checklist

Submission Requirements and Proposal Checklist

Each proposal package must contain the following components:

- A.  Table of Contents of Your Proposal
- B.  Cover Sheet
- C.  Letter of Transmittal
- D.  Proposal Check List
- E.  Proposal
- F.  All Required Signatures

