



Request for Qualifications

Morrisville Parkway Access Management Study FY 2024

**Capital Area Metropolitan Planning Organization
March 10, 2023**

REQUEST FOR QUALIFICATIONS (RFQ)
CAPITAL AREA MPO
MORRISVILLE PARKWAY ACCESS MANAGEMENT STUDY

PURPOSE

The North Carolina Capital Area Metropolitan Planning Organization (MPO), in partnership with the Town of Morrisville, is inviting qualified consulting firms or persons to submit Statements of Qualifications, Interest, and Experience in evaluating the two-mile section of Morrisville Parkway between Davis Drive and NC 54/Chapel Hill Road in Morrisville, N.C. to make travel safer for vehicles and pedestrians. (Figure 1- Map) The corridor will be evaluated for general safety improvements associated with access management. The study will examine the median openings, access controls, signage, signalization, intersection operations, multimodal connectivity along and across the corridor, speed limits and traffic calming opportunities. This four-lane median-divided facility has seen significant traffic volume growth in recent years and has been identified on the Town of Morrisville’s comprehensive plan as a high priority corridor for safety improvements.

RFQ SCHEDULE

Advertise RFQ	March 10, 2023
RFQ Question Submittal Deadline – 11 AM EST	March 17, 2023
CAMPO Responses Posted By 5 PM EST	March 20, 2023
Statement of Qualifications Submittal Deadline – 3 PM EST	March 24, 2023
Tentative Candidate Selection	April 7, 2023
Contract Negotiations	April - May 2023
Anticipated Notice to Proceed	July 2023

LEAD AND SPONSORING AGENCY

The Federal Aid Highway Act of 1962 required that transportation projects in urbanized areas of 50,000 or greater in population be based on a continuing comprehensive urban transportation planning process undertaken cooperatively by the states and local governments. In an effort to complete this transportation planning process in an effective manner, the North Carolina Capital Area Metropolitan Planning Organization was created. The current CAMPO planning area boundary encompasses over 1,600 square miles and a population of more than 1,000,000.

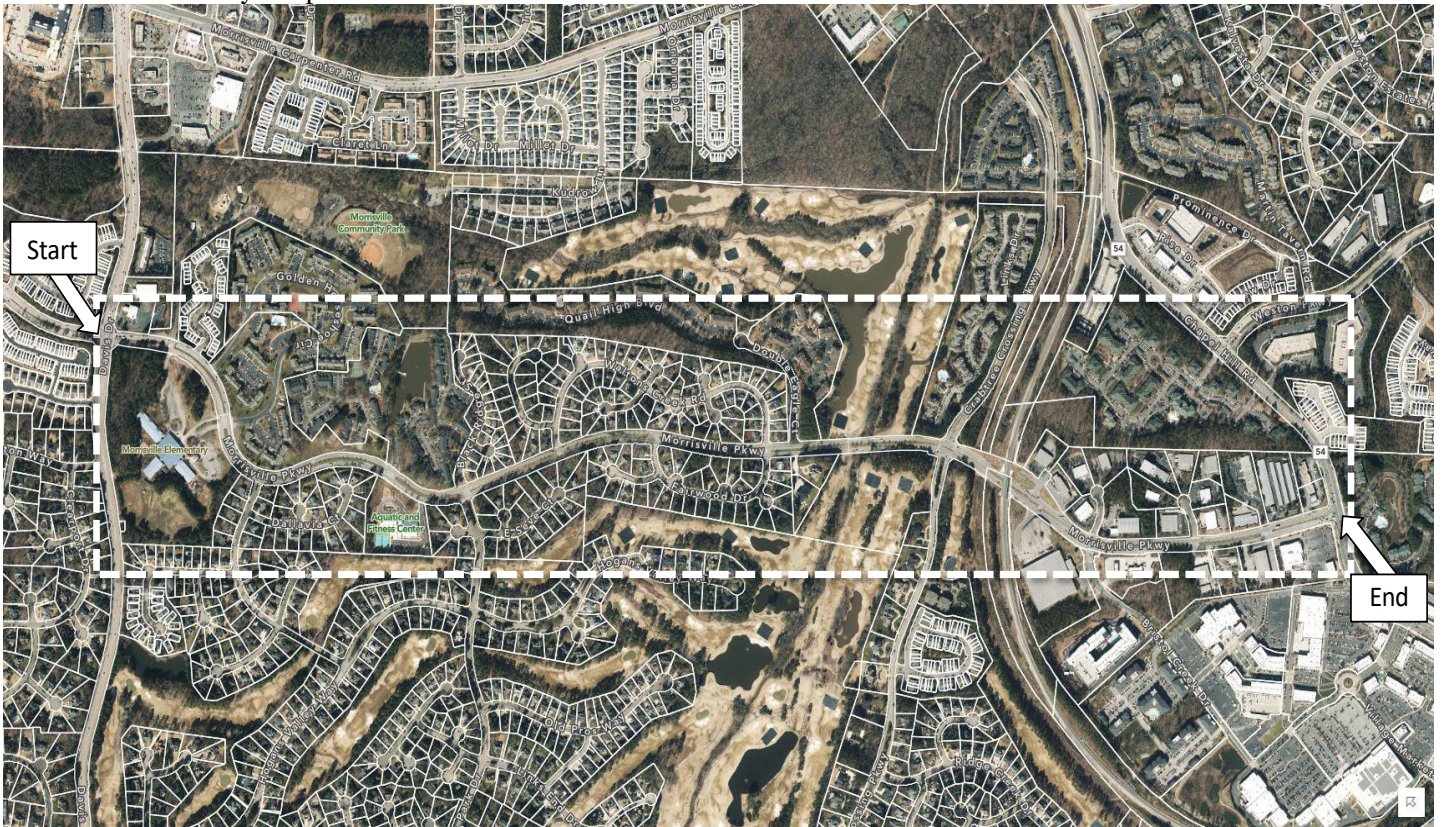
CAMPO is tasked with providing a regional, comprehensive, and cooperative planning process that serves as the basis for the expenditure of all federal transportation funds in the area. Under Section 134 of the Federal Highway Act of 1973, MPOs are required to prepare long range transportation plans for the planning area with a minimum of a 20-year planning horizon.

The Town of Cary serves as the Lead Planning Agency for CAMPO. The MPO is required to complete the transportation planning process in a continuing, cooperative, and comprehensive manner.

PROJECT LOCATION

Figure 1 – Morrisville Parkway Corridor Map (Davis Drive to NC 54/Chapel Hill Road)

Source: Wake County iMaps



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BACKGROUND

The Capital Area MPO, in cooperation with staff from member agencies, has developed the region's Metropolitan Transportation Plan (MTP), including the Comprehensive Transportation Plan (CTP). The CAMPO CTP serves as the unconstrained element of the region's MTP. As one element, both plans encompass local projects, plans and corridor studies identified and prioritized by jurisdictional, agency stakeholders and the MPO.

The Town of Morrisville's 2019 Comprehensive Transportation Plan (CTP) provides a list of recommendations. A comprehensive evaluation of each recommendation was conducted identifying items completed and prioritizing the remaining recommendations. One of the high priority items identified by the Morrisville Town Council is the development of an access management strategy for Morrisville Parkway to evaluate current curb cuts, intersection safety, and multimodal connectivity.

Morrisville Parkway is a 4-lane landscape median-divided roadway that is maintained by the North Carolina Department of Transportation (NCDOT). It is identified as a major collector on the Federal Functional Classification Map. The posted speed limit within the study area is 35 mph. The speed increases to 45 mph west of Davis Drive (Town of Cary). The Annual Average Daily Traffic (AADT) for the roadway in 2019 ranged from 18,000 (doubled since 2007) on the west side of the study area to 17,000 on the east side of the study area (Exhibit 1- 2019 AADT for Morrisville Parkway). The roadway contains continuous sidewalks on both sides of the roadway which are primarily five-foot in width. The corridor supports a mix of uses generating both vehicular and pedestrian activity. These uses include Morrisville Elementary School, Morrisville Community Park, multi-family residential, single-family residential, commercial uses (including Park West Village), Morrisville Aquatic and Fitness Center, two Smart Shuttle Nodes, access to the Hatcher Creek/Crabtree Creek Greenway, and a golf cart crossing for Prestonwood Golf Course.

In addition to speeding being a significant issue in this area, challenges for the roadway include sight distance and geometry including "S" curves and vertical changes in alignment that add to the complexity of the road section. There are signalized intersections at Davis Drive, Crabtree Crossing Parkway, Bristol Creek Drive/Quail Fields Court, and NC54/Chapel Hill Road. The remainder of the intersections have stop signs only on secondary streets. Morrisville Parkway is free flowing for vehicular traffic between traffic signals creating challenges for pedestrians to cross Morrisville Parkway. While there are a few unsignalized high visibility crosswalks between traffic signals, the volume of traffic and turning movements at these intersections can make pedestrian crossing at the unsignalized intersections challenging.

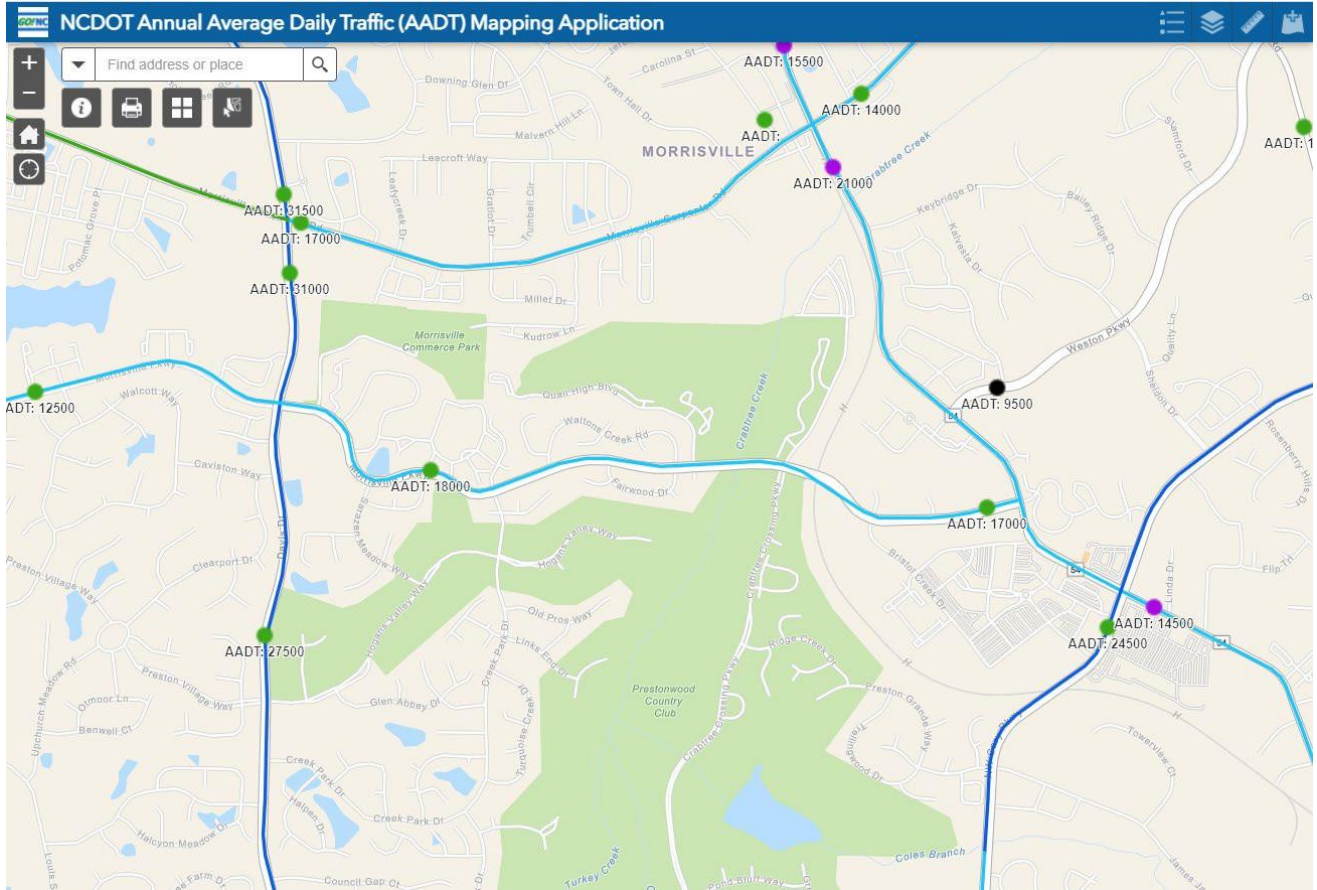
Within the last five years (Sept 1, 2017 to August 31, 2022), there were 98 crashes on Morrisville Parkway including two fatal crashes. This number excludes crashes at the intersections of Davis Drive and NC 54/Chapel Hill Road, which each experienced approximately 60 crashes over the last five years.

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Exhibit 1 – 2019 AADT for Morrisville Parkway

Source: NCDOT

<https://ncdot.maps.arcgis.com/apps/webappviewer/index.html?id=964881960f0549de8c3583bf46ef5ed4>



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PRELIMINARY SCOPE OF SERVICES

The Morrisville Parkway corridor is a complex roadway serving a variety of uses and users in a growing area. This proposed study seeks to make recommendations and strategies for improvements to vehicle, bicycle and pedestrian mobility and safety in the corridor. In order to develop a safe and efficient transportation network in the Morrisville Parkway corridor, the MPO and Town of Morrisville seek a professional consultant or firm to perform a variety of study tasks.

Generally, the scope of services includes: project management; data collection and plans review; existing conditions evaluation and analysis including current and forecasted pedestrian and traffic counts, as available; crash analysis; corridor operational analysis; transportation, land use, real estate and demographic data review; functional infrastructure design review; public engagement and communications support; and working with the MPO and Morrisville staff and agency stakeholders to develop access management recommended transportation improvements, prioritized implementation strategies and preliminary costs to improve multimodal safety and mobility on the corridor.

This project will be guided by a technical steering committee (TSC) comprised of CAMPO, Morrisville and NCDOT staff and other key stakeholders. It is anticipated that this committee would meet as needed throughout the study. The consultant project manager will also be expected to convene with the CAMPO project manager and Morrisville project administrator for biweekly project management check-ins. The consultant is expected to support Town public engagement efforts by providing public materials. The consultant will be expected to meet with staff from the MPO, NCDOT and Morrisville during the study and prepare material for information and updates. Delivery to the local boards may also be requested.

Tasks and Outcomes expected under this project include:

- Project Management including engaging with a technical steering committee (TSC) comprised of CAMPO, Town of Morrisville and NCDOT staff and other technical stakeholders to review and develop ideas, recommendations and strategies; quarterly invoicing/progress reports, develop and upkeep of materials for public facing project website and public participation activities, and draft/final documents preparation that will help keep stakeholders informed and advance the study goals and objectives.
- Data Collection to support and supplement existing MTP local data, as needed. Identify necessary datasets to support the study and inform decisions. Review data to become familiar with the corridor to include, but not be limited to, annual average daily traffic, intersection turning movement counts, peak hour analysis, traffic forecasts, Transit System Data (existing and future), crash history for all modes, land use and operational characteristics, review of previous studies, and review of CAMPO's current MTP and database.
- Existing Conditions analysis including reviewing the existing traffic data structure, mapping, location of driveways and utilities. Transportation data analysis, to include but not be limited to, traffic analysis as might be needed for specific segments or intersections, crash analysis, traffic operations analysis at key intersections, identify opportunities for redevelopment in the non-residential areas and solutions of activity nodes/centers where redevelopment at higher densities is likely to occur. Understanding of the issues of the corridor is expected. Complete an inventory of conditions as part of an existing conditions report.
- Recommendations to address Morrisville Parkway. Consider effective ingress and egress to the corridor, efficient spacing and design to preserve the functional integrity, and overall operational viability of the street and road systems. Identify and consider access management techniques including, but not limited to, access spacing, driveway consolidation/spacing, safe turning lanes, median treatments and right-of-way management.

Consider short-term and long-term transportation/infrastructure recommendations, to potentially include but not be limited to, operational changes, lanes, intersection realignments, and widening improvements in strategic locations if warranted. Consider ITS/signal timing improvements, protected or buffered bicycle lanes (one-way or two-way), standard bicycle lanes, sidewalk improvements, and existing and planned transit stop improvements. Consider policy change recommendations. Identify transportation improvements and access management solutions needed to support the corridor.

- Implementation Strategies and Plan for recommendations - For transportation and infrastructure solutions, provide segmentation/phasing recommendations and planning level cost estimates by segment/project phase to help inform future applications for funding through the variety of implementation processes and funding opportunities. The project should identify potential implementation strategies for recommended improvements identified in the project, including but not limited to, the STI/SPOT Prioritization process, CAMPO LAPP program, local CIP process, private development activity or for other implementation partnership opportunities.
- Public Engagement – Review existing public input and efforts on the corridor. Involve the public and local stakeholders regarding the needed improvements and future of the corridor. Hold, at a minimum, one public input meeting or workshop. Support MPO and Town's efforts for a public feedback period on the recommendations and implementation strategies reports. A public participation strategy memo, to be reviewed by the TSC, should be provided in the initial project phase.

The MPO is seeking consultants or consultant teams with experience in access management, regional multi-modal project planning, data organization and analysis, and an understanding of transportation planning and programming across a broad and diverse region, including the MPO's role in the region. The consultant is expected to have experience in meeting facilitation, traffic operations, research, writing, and regional transportation planning methods.

Deliverables for this effort include a clear vision for Morrisville Parkway and the following:

- Documentation of all project and technical steering committee meetings.
- Convening of meetings with staff from the MPO, Morrisville, NCDOT and affected local government jurisdictions during the study.
- Material and delivery presentation updates (2) to the MPO's TCC and Executive Board
- Existing Conditions Report including current and forecasted traffic and pedestrian analysis.
- Applicable corridor inventory for current and future MTP and local planning efforts consistent with the MTP database.
- Final Access Management list of prioritized corridor improvement recommendations including possible policy changes and non-infrastructure improvements.
- Prioritized Recommended Implementation Strategies including planning level costs.
- Review public engagement inputs, analyze, summarize, report on inputs and outcomes.
- Materials and content for CAMPO and Town of Morrisville websites and communications, engagement activities on the roadway.
- Draft and Final reports

The analysis and recommendations should align with community goals, plans, and policies and the reports should refer to relevant documents and use these as a framework for discussions in the reports, in particular the Town's Comprehensive Plan, the Town's 2021 Intersection Study and the MTP. It is anticipated that a Notice to Proceed will be issued no later than the middle of July 2023. **All work and invoicing should be completed by June 30, 2024.**

All interested parties will have demonstrated ability to prepare a transportation access management and improvement plan; work in a team environment; have a good understanding of the Triangle region travel conditions and trends; knowledge of transportation planning, access management and an integrated and multi-modal network; and demonstrated ability to undertake and complete projects within allotted timeframes and budgets.

STATEMENT OF QUALIFICATIONS, INTEREST AND EXPERIENCE

Statements of Qualifications of no more than 15 pages, plus a one-page cover letter shall be submitted with **one (1) digital copy in a PDF format**, labeled "Morrisville Parkway Access Management Study FY 2024," to the contact person listed below. Statements of Qualifications will need to include a comprehensive response describing the consultant knowledge and experience with the tasks described in the above Scope of Services. Statements of Qualifications will also need to include the following:

1. *General Experience Summary*: The summary will need to emphasize the consultant's experience with developing transportation plans across a broad and diverse region consistent with the details in the requested Scope of Services as presented above.
2. *Proposed Approach Summary*: The proposed approach should include a brief overview of how the consultant team will achieve the tasks and outcomes associated with the requested Scope of Services presented above, and a proposed timeline showing major tasks and meetings needed to achieve the desired Scope of Work no later than June 30, 2024.
3. *Project References*: References will need to include a brief project description, contact name, address, telephone number, email address, and provide evidence of similar work completed within the last five (5) years.
4. *Project Team*: Provide resumes for specific personnel that will be assigned to the project, including verification that they have experience with similar projects and will be available to complete the project within the allotted timeframe.
5. *General Information*: A profile of the firm and description of current projects will need to be included in this section. This section can also be used to provide additional information the firm feels would be useful during the evaluation process.
6. *Vendor ID Numbers*: **Any interested respondent must be a registered vendor with the Town of Cary and the NC Department of Transportation prior to contracting with the MPO.** Vendor identification numbers for both organizations should be provided in the cover letter accompanying the RFQ response.

EVALUATION PROCESS

Statements of Qualifications will be evaluated according to the consultant's relevant knowledge and experience in the tasks described in the Scope of Services and thoroughness in addressing the Statements of Qualifications requirements. Evaluation criteria include, but are not limited to:

- Professional qualifications of the consultant, previous experience with similar projects, and technical competence of consultant team
- Understanding and approach toward scope of services
- Demonstrated ability to successfully interact with clients and committee members
- Appropriateness of organization, key personnel and their availability
- Quality of references
- Ability to undertake project in a timely manner and meet deadlines

The selected consultant will be evaluated based on information that is submitted in response to the RFQ. The first task to be undertaken will be to more specifically define work elements that are generally described in the Scope of Services, so that work will be authorized on a task assignment basis based on negotiated hours agreed to as necessary to complete the assigned task.

The Capital Area MPO will select a consultant after analysis of all information provided in the qualification packages. The Capital Area MPO reserves the right to select the most competitive proposal for this presentation. During the selection process, the MPO will ensure that all answers or clarifications to questions posed by any respondent are provided through the project website by the response date shown in the schedule on page 2. The Capital Area MPO reserves the right to negotiate a contract, including the final scope of work and contract price, with any respondent or other qualified party.

GENERAL INFORMATION

CAMPO will not accept faxed information as a valid submission in response to the RFQ. The successful firm must enter a contract with the Capital Area MPO, which specifies requirements for indemnification, insurance and other applicable policies.

The Capital Area MPO reserves the right to suggest to any or all respondents to this request for qualifications that such respondents form into teams of consulting firms or organizations deemed to be advantageous to the Capital Area MPO in performing the scope of work. The Capital Area MPO will suggest the formation of such teams when such relationships appear to offer combinations of expertise or abilities not otherwise available. Respondents have the right to refuse to enter into any suggested relationship.

The Capital Area MPO may reject any or all of the submissions as it deems in its best interests. The Capital Area MPO reserves the right to waive any irregularities or technicalities when it deems the public interest will be served thereby.

This request for qualifications does not commit the Capital Area MPO to award a contract, to pay any costs incurred in preparation of a response to this invitation, or to procure or contract for services or supplies. The Capital Area MPO reserves the right to accept or reject any or all responses received as a result of this request for qualifications, or to cancel this request in part or in its entirety if it is in the best interest of the Capital Area MPO to do so.

The selected consultant or firm will enter a contract with the Capital Area MPO, and must agree to contract provisions, including applicable federal requirements.

METHOD OF COMPENSATION

Upon selection, the Capital Area MPO will propose a contract to the selected consultant for review. The contract is for a cost-plus fixed fee with a contract maximum. Reimbursement will be made on a periodic schedule based on documentation of work tasks completed exclusive of travel, which will be reimbursed on a not to exceed basis for reasonable costs as identified in the contract. The Project Manager will review and, if appropriate, approve payment of all invoices submitted under the contract. The MPO and the town of Morrisville have budgeted a total of sixty-five hundred dollars (\$65,000) for this study in FY 24. Proposals should not include work that is anticipated to exceed this budgeted amount.

NOTE: DUE TO THE MINI-BROOKS ACT NO FEE IS TO BE SUBMITTED AT THIS TIME. FINAL FEE NEGOTIATIONS WILL COMMENCE WITH THE FIRM(S) SELECTED BASED ON THIS QUALIFICATIONS-BASED SELECTION PROCESS.

MPO CONTACT INFORMATION

Questions regarding this RFQ must be received no later than the schedule shown on page 2 (email versions are acceptable; no phone calls). Based on questions received, the project manager will provide clarification or further information through the project website, if needed. Questions may be emailed to Crystal.Odum@campo-nc.us.

All Statements of Qualifications in response to this RFQ must be received no later than the date and time shown on page 2 in the RFQ schedule.

Please forward Statements of Qualifications as PDF attachments, per instructions on page 8 of this document, to: Crystal.Odum@campo-nc.us.