



NC Capital Area Metropolitan Planning Organization



Raleigh



**REQUEST FOR QUALIFICATIONS
FOR
ON-CALL TRANSIT PLANNING, ENGINEERING,
MARKETING/COMMUNICATIONS, TECHNOLOGY,
MANAGEMENT, AND FINANCIAL SERVICES
(FYs 2027-2029)**

**Capital Area Metropolitan Planning Organization
City of Raleigh
Research Triangle Regional Public Transportation Authority
Town of Cary
March 18, 2026**

Introduction and Background

The Capital Area Metropolitan Planning Organization (CAMPO), through a joint procurement process with the City of Raleigh, the Town of Cary, and the Research Triangle Regional Public Transportation Authority (GoTriangle), is inviting interested and qualified consulting firms or individuals to submit Statements of Qualifications (SOQs) demonstrating the ability to perform a variety of planning, marketing and communications, engineering and environmental, technology, program and project oversight/management, and financial services for a multi-jurisdictional group of transit agencies and transportation planning organizations on an “on-call” basis. Consultants or individuals are expected to have expertise in a variety of disciplines.

In November of 2016, Wake County voters approved a one-half percent sales tax to be dedicated to the further development and enhancement of public transportation systems within the county. The approval by the voters of the sales tax, for which collection began in April 2017, was a significant milestone for allowing transportation planning and transit-providing organizations in Wake County to implement an ambitious and community-transformative 10-year countywide transit plan. The plan, known as the Wake County Transit Plan, was originally adopted in May and June of 2016 by CAMPO, Wake County, and GoTriangle and covered a planning horizon through 2027. The first update to the plan that extended its horizon to 2030 was adopted by CAMPO and GoTriangle in April of 2021, and the second update to the plan that extended its horizon to 2035 was adopted by CAMPO and GoTriangle in November of 2025. The Wake County Transit Plan allocates significant resources to a number of project sponsors, including the City of Raleigh, the Town of Cary, GoTriangle, and a host of other municipalities.

The Wake County Transit Plan calls for major improvements in four (4) key areas: (1) Connecting regionally; (2) Connecting all Wake County communities; (3) Providing frequent and reliable urban mobility; and (4) Enhancing access to transit. Meeting these goals will involve:

- Expanding the frequent bus network (routes operating at 15-minute frequencies of better) from 99 miles to over 300 miles
- Increasing service coverage such that the proportion of Wake County residents within ½-mile of all day fixed-route transit service will grow from 40% to 44%
- Increasing service coverage such that the proportion of Wake County jobs within ½-mile of all day fixed-route transit service will grow from 62% to 67%
- Strengthening cross-county links with express bus, bus rapid transit and regional rail investments
- Providing opportunities for community-centric and regional transit connectivity investment in every Wake County municipality
- Implementing over 40 miles of bus rapid transit (BRT) service with supporting speed- and reliability-enhancing infrastructure
- Extending the number of hours per day and days per week transit systems operate
- Improving transit operations, connectivity, and access through investment in a network of transfer points, transit centers, operations and maintenance facilities, and new and improved bus stops.

The complete plan is accessible by visiting:

<https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/document-library/>

The 2035 plan represents a total investment of greater than \$3 billion over 10 years to be implemented by a multitude of transit agencies and municipal governments in a synchronized and coordinated fashion. With the initiation of multiple bus service improvements and new routes, construction of new and improved passenger-facing facilities, and continued planning and design for BRT, much progress has been made toward effectuating the plan's overarching goals since the original plan's adoption in 2016. To date, over \$1.8 billion in additional transit investment has been authorized for specific projects. However, an abundance of effort remains necessary in the coming years to fully realize the vision set by the Wake County Transit Plan.

The first procurement occurred in 2016, and in 2022 CAMPO, City of Raleigh, Town of Cary and GoTriangle executed a Joint Procurement MOU and conducted an on-call procurement for FYs 2023 through 2026. The 2022 procurement resulted in a list of qualified consulting firms/individuals available to perform five (5) categories of professional services on an on-call basis for a three (3)-year period from 2023-2026. Activities performed under these solicitations included, but were not limited to:

- Fixed-guideway corridor major investment studies and alternatives analyses
- Multi-year bus service implementation plans
- A transit plan implementation public engagement policy
- Staffing Plans for transit plan implementation
- Program management plans for the Wake Transit Community Funding Area Program
- Customer and community attitudinal surveys
- Two updates to the Wake County Transit Plan
- A GoCary systemwide comprehensive operations analysis
- Regional transit technology integration studies
- Development of an online public-facing program implementation mapping and progress dashboard tool
- Feasibility studies and site planning for transit facilities

City of Raleigh (GoRaleigh)—Operates 35 fixed bus routes and two microtransit services, and serves as the project sponsor for the Wake Transit Plan’s program of BRT projects, multiple transit centers and transfer points, and bus stop improvements

Town of Cary (GoCary)—Operates 9 fixed bus routes and serves as the project sponsor for a significant regional multimodal facility and transfer point and bus stop improvements

GoTriangle Tax District Administration (TDA) – A department of GoTriangle that is responsible for management and oversight of the Wake Transit Financial Plan and financial model, as well as the financial plans and models for the Durham and Orange County Transit Plans

GoTriangle—Regional transit agency operating primarily in Wake, Durham, and Orange Counties with 15 fixed bus routes and serves as the project sponsor for a significant regional transit center and bus stop improvements

CAMPO—Metropolitan Planning Organization serving Wake County and portions of Franklin, Granville, Harnett, Chatham and Johnston Counties.

This 2026 solicitation of professional services intends to both reconstitute an ‘on-call’ consulting services relationship with qualified consulting firms or individuals for a three (3)-year period from Fiscal Year 2027 through Fiscal Year 2029 (June 1, 2026 – June 30, 2029) and expand the range of services procured to better match with the current and projected needs of the Wake County Transit Plan project sponsors over this ensuing time period. While the need to retain transit planning services will persist, specific capital projects funded with Wake Transit tax revenues continue to move beyond feasibility and alternatives planning phases to more advanced implementation phases. This reality requires the joint procurement partners to procure services to support these advanced phases, such as engineering/design, environmental investigation and review, real property acquisition-related services, financial services, program and project oversight and

management services, etc. Because this is a joint solicitation of professional services among CAMPO, the City of Raleigh, the Town of Cary, and GoTriangle, all four (4) of these parties were involved in the development of the scope of services and will be involved in the qualifications review and consultant selection process.

RFQ Schedule

ACTION	DATE
Advertise RFQ	Wednesday, March 18, 2026
Deadline for Questions	5:00 pm, Monday, March 30, 2026
<p>Questions must be submitted in writing (no phone calls) no later than 5:00 pm on March 30, 2026, to ben.howell@campo-nc.us. Questions and responses will be posted on www.campo-nc.us no later than 5:00pm on April 2, 2026.</p>	
Pre-Qualifications Meeting (Question and Answer Session for Potential Respondents)	10:00-11:00 am, Wednesday, April 1, 2026
<p>A Pre-Qualifications Meeting is scheduled to be held virtually through Microsoft Teams. The pre-qualifications meeting is not a requirement of potential SOQ Respondents, but registration is required to attend. Register here: https://events.gcc.teams.microsoft.com/event/35d2b1ba-7657-494c-b944-8c5e9b6e1fcb@23f98eb6-c8ce-4a93-8562-44f005daf93f</p>	
Statements of Qualifications Due	By 1:00 pm, Monday, April 13, 2026
<p>Deliver in PDF format via email with “SOQ for Wake Transit On-Call Consultant Services” on the email subject line by 1pm EDT to: ben.howell@campo-nc.us.</p>	
SOQs opening	2:00 pm, Monday, April 13, 2026
Candidate Interviews (<i>if necessary</i>)	May 11 – May 15, 2026
Preferred Candidate(s) Selection	May 22, 2026

Scope of Services

All agencies involved in any transit planning, engineering, or technology development processes have a desire to coordinate transit services regionally and to ensure appropriate integration of transit services that may be operated by others, if applicable. While this solicitation for professional services is expected to lead to a contractor-client relationship with CAMPO, the City of Raleigh, the Town of Cary, or GoTriangle, or a combination thereof, coordination with other local governments and agencies will be required for successful delivery of services that require regional coordination.

Throughout the life of the ‘on-call’ arrangement procured through this solicitation, it is anticipated that most task orders to be deployed that may lead to a vendor contract will be initiated independently by one of the parties to this joint solicitation. Consequently, selected consultants will negotiate any services to be provided and the appropriate consideration to be paid, as well as specific contract terms, individually with either the Town of Cary, City of Raleigh, CAMPO, or GoTriangle. Selected consultants will also report directly to the respective procurement party throughout the life of the contractual relationship with that party. In some limited cases, more than one of the procurement parties may wish to jointly contract with a selected consultant, and accordingly, the selected consultant will report to those respective parties as detailed in a vendor contract. The services or products of consultant(s) selected from this solicitation may also be procured by other agencies or municipalities through a piggybacking approach, if those agencies deem it to be permitted and lawful to do so.

This prospective opportunity for on-call services will cover a duration of three (3) fiscal years (FY 2027 – FY 2029) with the option to terminate for convenience and the option to renew for a period of up to an additional two (2) fiscal years (FY 2030 – FY 2031), not to exceed a total duration of five (5) fiscal years (FY2027 – FY2031). The scope of services for this solicitation is broken down into six (6) categories of services.

Responding firms or individuals may submit an SOQ to be considered and compete for any or all of the six (6) categories of services. However, all SOQ submissions must be submitted for a minimum of one (1) category of services. It is envisioned that the following services may be needed during this period of time:

PLANNING SERVICES

- Public transportation planning, including but not limited to the following: corridor studies, feasibility studies, high-capacity transit investment alternatives analyses, development of short- and long-range transit service and infrastructure plans, blocking/runcutting, scheduling, Title VI analysis, Americans with Disabilities Act (ADA) service planning, multi-modal coordination, etc.
- Transit-supportive land use planning and development coordination, which may include but would not necessarily be limited to:
 - Station area land use plans,
 - Land use planning elements of corridor studies,
 - Development of transit-supportive land use implementation tools, such as zoning and development codes,
 - Land development-specific negotiations and coordination,
 - Development and negotiation of public-private partnerships,
 - Affordable housing policy development and planning
- Multi-modal coordination planning to account for transit's intersection with other transportation modes
- Site selection and site planning for transit facilities
- Development of performance standards, guidelines, measures, and targets for transit services, investment in supporting capital assets, and ongoing asset management
- Analysis and development of program- and project-level policies to support the integrity and necessary program control for countywide plan implementation
- Assistance with grant funding applications for transit projects that are at the planning stage
- Embedded staff to support agency transit planning activities
- Financial planning that is ancillary to and supports transit planning activities
- Public/community engagement that is ancillary to and supports transit planning activities
- Preparing and delivering presentations that are ancillary to and support transit planning activities
- Production of reports, memos, etc. that are ancillary to and support transit planning activities

ENGINEERING/ENVIRONMENTAL/LAND ACQUISITION SERVICES

- Development of preliminary and final designs for transit facilities/infrastructure
- Management, including change management, for design processes

- Development and finalization of construction documents for transit facilities/infrastructure
- Quality control reviews of design plans, construction documents, and construction processes
- Cost estimation, value engineering services, and facilitation of value engineering processes
- Land surveying
- Geotechnical investigations
- Environmental site assessments and environmental constraints and remediation planning
- Permitting services (e.g., permits from local governments and federal and state agencies)
- Environmental mitigation studies/reports
- Environmental analysis and documentation to support project planning and compliance with the National Environmental Policy Act (NEPA)
- Title VI assessment and analysis to support environmental compliance requirements
- Public/community engagement that is ancillary to and supports transit facility/infrastructure design and environmental analysis, review, and documentation activities
- Land and right-of-way acquisition negotiation, brokerage, and transaction support services
- Assistance with grant applications for transit projects that are at the design stage
- Embedded staff to support agency transit design/engineering, environmental, and land/right-of-way acquisition activities
- Preparing and delivering presentations that are ancillary to and support transit facilities/infrastructure design, environmental, and land acquisition activities
- Production of reports, memos, plan sets, construction specifications, etc. that are ancillary to and support transit facilities/infrastructure design, environmental, and land acquisition activities

MARKETING, COMMUNICATIONS AND ENGAGEMENT SERVICES

- Designing and implementing public awareness marketing campaigns for transit services and facilities
- Strategic Planning related to marketing, communication and engagement
- Policy and Guideline development related to marketing, communication and engagement
- Graphic Design related to marketing, communications and engagement activities
- Developing transit program or project branding, including development of templates and brand standards

- Developing and disseminating press releases and other communication material related to marketing or engagement campaigns
- Survey and study development and design (i.e. customer service, rider satisfaction, origin/destination)
- Analysis and reporting of public engagement activities undertaken by Wake Transit partners
- Staff to support public engagement activities and events in the field (i.e. public workshops, pop-up events and festivals)
- Public/community engagement that is ancillary to and supports marketing, communications and engagement activities
- Embedded staff to support agency marketing, communications and engagement activities
- Preparing and delivering presentations that are ancillary to and marketing, communications and engagement activities
- Production of reports, memos, plan sets, construction specifications, etc. that are ancillary to and support marketing, communications and engagement activities

TECHNOLOGY SERVICES

- Creation of web mapping applications and interfaces for public users
- Website development and administration
- Transit Intelligent Transportation System (ITS) architecture strategic planning
- Technology integration and deployment planning
- Development and integration of trip hailing technology
- Planning and specification development for various Transit ITS system packages including, but not limited to:
 - Fare Collection Management Systems
 - Asset Inventory and Management Systems
 - Customer Information Systems
 - Traffic Signal Priority Systems
 - Transit Fleet Management Systems
 - Transit Security Systems
- Digital visualization services to include graphic design, map creation, videos, recorded presentations, etc.
- Public/community engagement that is ancillary to and supports technology development, deployment, and integration activities

- Embedded staff to support agency technology development, deployment, and integration activities
- Preparing and delivering presentations that are ancillary to and support technology development, deployment, and integration activities
- Production of reports, memos, specifications documents, etc. that are ancillary to and support technology development, deployment, and integration activities

PROGRAM AND PROJECT OVERSIGHT/MANAGEMENT SERVICES

- Project and program management oversight services
- Project and program management services for planning, design, and construction of transit facilities/infrastructure
- Project risk management planning
- Independent value engineering and value engineering process management
- Programmatic compliance services
- Grants planning, development, and management services
- Master scheduling for projects and programs of projects
- Development of project delivery and contracting strategies
- Embedded staff to support agency project and program management and oversight activities
- Preparing and delivering presentations that are ancillary to and support agency project and program management and oversight activities
- Production of reports, memos, specifications documents, etc. that are ancillary to and support agency project and program management and oversight activities

FINANCIAL SERVICES

- Financial planning, advising, and modeling for projects and programs of projects
- Financial monitoring and audits
- Development of financial strategies and development and evaluation of financial scenarios
- Debt planning, issuance, and management consulting services

The selected firm(s) must guarantee that all technicians performing work are licensed as appropriate and are legally able to perform related work as assigned.

Statement of Qualifications Format and Content

The instructions below provide guidance on SOQ submission requirements to Respondents for preparing and submitting concise responses to this RFQ. The purpose of this guidance is to establish consistency in format and contents of submitted SOQs so that responses are complete, contain all essential information, and can be easily evaluated. SOQs should be submitted electronically in PDF format via email with "SOQ for Wake Transit On-Call Consultant Services" on the email subject line by 1pm EDT on Monday, April 13, 2026, to: ben.howell@campo-nc.us.

SOQ Format

In order for the Evaluation Committee to adequately compare and evaluate qualifications objectively, SOQs shall be submitted in accordance with the following:

- SOQs shall not exceed thirty (30) pages (8.5 inches x 11 inches in size, with the exception of the organizational chart as provided in this section) in length, numbered 1 through 30, plus a one (1)-page letter of interest.
- SOQ submissions shall not include any pages, attachments, appendices, or addendums beyond the 30-page limit.
- All printing, except the front cover of the SOQ, shall be in Times New Roman font with a size of no less than 11-point.

SOQs will need to include a comprehensive but concise response describing the consultant's or individual's knowledge and experience with and proposed approach to the work described in the Scope of Work section of this document. SOQ submissions shall contain the following elements in the presented order:

1) Cover Sheet

The cover sheet shall clearly present the project title and the Respondent's name. The cover sheet **will not** count toward the 30-page limit for SOQ submissions.

2) Table of Contents

3) A Concise Letter of Interest, including:

- a. The name and address of the prime Consultant or individual and the state in which it is incorporated and chiefly located;
- b. A brief description of the Respondent (prime, sub-consultants and third-party consultants) and its interest in performing the solicited professional services;
- c. The specific categories of services detailed in the Scope of Services section of this RFQ for which the Respondent is submitting its/her/his SOQ;
- d. The name, address, phone numbers and email address of the designated contact for the Respondent (prime consultant or individual);
- e. Acknowledgement of receipt of all addenda to the RFQ document (each addendum must be identified); and
- f. Signature of duly authorized official of the prime consultant firm or individual.

- 4) A statement indicating any judgments, lawsuits, administrative claims, or fine proceedings against the Respondent (prime, sub-consultants and third-party consultants), or to which the Respondent has been a party, within the last five (5) years, or pending litigation, related to professional conduct or services. Include any fines levied by any governmental unit relating to the proposed work in this RFQ such as fines from the Equal Employment Opportunity Commission, Department of Labor, or other unit of government.
- 5) Description of the Respondent's understanding of the Scope of Services and strategy for delivering the described services.

The Respondent shall outline the methodology and approach for the performance of the potential services identified in the Scope of Work section of this RFQ. The project approach shall provide a narrative description for providing the potential services, as well as any substantive or procedural innovations used by the Respondent on similar projects or tasks that are applicable to the services described in this RFQ.

- 6) Qualifications and experience of key supervisory personnel and their commitment to the range of services solicited.
 - a. Team structure organizational chart [formatted on one (1), 11" x 17" page] – **counts toward 30-page submission limit**
 - b. Provide a description of the structure of the Respondent's team, inter-relationships, areas of responsibility, and the names of key personnel assigned to the potential services to be provided along with their areas of responsibility and commitment to those services.
- 7) Previous experience in solicited disciplines and engagements with similar scopes of services.

Performance involves work that is the same or similar in nature, size, and complexity to the services being procured under this solicitation. Provide a list of at least three (3) projects similar in scope and magnitude to the services described in this RFQ that the team (or individuals on the team) proposed from the responding firm/individual and/or its subcontractors have undertaken within the last seven (7) years. The list should include:

- a. Contract amount(s);
 - b. Funding source(s);
 - c. Description of work performed;
 - d. Client contact person(s); and
 - e. Phone number(s) and email addresses for the client contact.
- 8) Availability of firm and its demonstrated capability to perform the scope of services through FY 2029 (June 30, 2029). The Respondent shall outline the availability of staff and demonstrate the capability to perform any potential work on schedule in accordance with services identified in the scope of services.
- 9) Participation of Disadvantaged Business Enterprise (DBE) firms in performance of the services.

Each party to this joint procurement may have a practice of setting annual DBE goals and project-specific DBE goals. It is the expectation of this solicitation that selected firms will

put forth good-faith efforts to include DBE-certified firms in any contracted work deployed using this solicitation. In this section, Respondents should be clear about the types of work that any DBE firms on the overall team are qualified to perform.

10) References from Previous Clients

Provide at least three (3) example projects that best illustrate the Respondent's (prime's and subcontractor's) qualifications for the services solicited with the team proposed for those services.

- a. Include the name and contact information for a person associated with each of the owners or the organizations which contracted for the professional services that is very familiar with the project and the firm's or individual's performance.
- b. Indicate the level of involvement as a prime consultant or sub-consultant.

SOQ submissions that do not fully comply with the requirements, conditions, and parameters outlined in this RFQ may be rejected by the SOQ Evaluation Committee. Any relationship with selected contractors and work to be performed must also comply with any applicable local, state and federal requirements – such as compliance with FTA contracting requirements, FHWA and US DOT contracting requirements, and with State of North Carolina contracting requirements for professional services. This summary is not all-inclusive, and all governmental regulatory requirements, including conditions of federal and/or state grant funding, as applicable at the time contracts for services are entered into, must be complied with, and will be incorporated into provision of such contracts.

Required SOQ Content

All SOQs submitted must include the following information:

- 1) **General Information:** A brief description of the submitting individual or firm, including the year the firm was established or the year the individual began working on related work, and a brief summary of the firm's or individual's qualifications for performing services defined in the RFQ.
- 2) **Categories of Services:** The specific categories of services detailed in the Scope of Services section of this RFQ for which the Respondent is submitting its/her/his SOQ.
- 3) **Project Team and Associated Experience:** Resumes and qualifications of each proposed team member and verification that they, and not just the firm, have relevant experience with similar projects and services and either they or a similarly experienced substitute will generally be available to complete applicable services. Include a proposed organizational chart that clearly identifies proposed project managers and task leads and clearly identifies any work schedule challenges with other competing client projects. The designated project manager, who will function as the primary point of contact between the joint procurement parties and the team proposed to provide the services and who will manage the progression of tasks or sub-tasks associated with those services, shall be clearly identified. If any sub-consultants will be employed on the project, provide a list of sub-consultants to be used during the course of the services to be provided and their experience with similar work.
- 4) **References for Prior Related Services/Projects:** A project or services summary list with descriptions of the proposed team's (and not just the firm's) experience relative to the categories of services outlined in the Scope of Services section of this RFQ for which the firm or individual is completing. **The respective roles of members of the team in the previous work should be made very clear.** The list should include brief project descriptions, client contact names, their telephone numbers and email addresses, and evidence of similar work

completed within the last seven (7) years. Emphasis should be given to work done in comparable environments under similar conditions and for public entities.

- 5) Work Samples: References to any work samples that can be accessed online by staff of the joint procurement parties or submit samples of maps, graphics, analyses, or publications produced for similar projects, provided the submission of such samples are within the submission parameters set by this RFQ.
- 6) Understanding of Scope of Services and Proposed Approach: Description of the Respondent's understanding of the needs outlined in this RFQ and proposed approach to accomplish the provided scope of services for which the firm or individual is competing. This section should also include proposed management and project oversight efforts and specify and describe the relevance of any methods, tools, or techniques that will be used to complete the categories of services for which the Respondent is competing.
- 7) Vendor Registration and ID Numbers: Any interested Respondent must be a registered vendor, if required, with the respective procurement party prior to executing a contract with that client party. If available, vendor identification numbers for each procurement party (i.e., CAMPO, City of Raleigh, Town of Cary, GoTriangle) should be provided in this section. If not available, the Respondent must indicate its/her/his willingness to become a registered vendor with the procurement parties prior to execution of a contract and will be expected to work expeditiously to achieve that registration if selected.
- 8) Any additional information the firm or individual considers relevant that would assist in the selection process may also be provided. However, failure to include any of the specified elements may be cause for rejection, and any additional information provided should be as succinct and relevant to the scope of services provided for this RFQ as possible.

Evaluation/Selection Criteria

Each SOQ submitted will be reviewed for completeness and content, evaluated by an Evaluation Committee comprised of representatives from the joint procurement parties based upon the qualifications and level of experience of the consultant or individual, as well as the consultant's or individual's proposed approach to the scope of work. Interviews may be conducted, and licenses/certifications may be verified. A response to this RFQ does NOT constitute any obligation on the part of the joint procurement parties or the Evaluation Committee to conduct an interview with the Respondent(s). The joint procurement parties and the Evaluation Committee maintain the right to select Respondent(s) for interviews as they feel appropriate and necessary.

Each SOQ will be evaluated based on the following criteria with the respective weights reflecting the level of emphasis on each. For each criterion, SOQs will be scored on a scale from one (1) to five (5), with one (1) being the lowest and five (5) being the highest:

- 1) Professional Qualifications and Experience of Proposed Team (50%): Has the team or individual shown the ability to successfully complete similar projects and provide similar services to those described in the RFQ? Do the qualifications, education, and experience of personnel assigned to the work to be performed coincide with the desired services solicited? Does the proposed project manager have relevant experience in managing similar projects or services? Does the firm's or team's structure demonstrate the ability to handle the additional sustained workload? Does the team have experience working with multi-stakeholder or multi-agency projects? Are the firm's or individual's references from previous clients positive and reliable? Does the Respondent engage DBE participation?

- 2) Understanding and General Approach (30%): Does the firm or individual fully comprehend the needs outlined in the RFQ? Does the firm or individual demonstrate an understanding of the region's transit planning and project delivery needs and the structures within which they are carried out? Does the team propose the logical use of relevant technical analysis tools and techniques for the categories of the scope of services for which the team is competing? Is the firm's or individual's overall approach clearly communicated and compatible with the structure and resources of the joint procurement parties?
- 3) Familiarity with Project Area (10%): Is the firm or individual familiar with the joint procurement parties; Wake, Durham, Orange, and Johnston Counties; and the Triangle region of North Carolina? Is the firm or individual familiar with existing and proposed transit services and supporting capital projects within this Triangle region?
- 4) Quality of SOQ (10%): Is the firm's or individual's SOQ concise, neat, thoughtfully organized, and detail-oriented? Does the SOQ clearly and logically portray the team's qualifications, experience, and approach to the scope of services for which the team is competing?

An interview phase may or may not be part of the selection process for this study. If interviews are deemed necessary after the initial review of SOQs, the Evaluation Committee will select an appropriate number of Respondents to interview. Any interviews for this solicitation will be used as an aid to help the Evaluation Committee differentiate qualifications based on the evaluation criteria set and will further evaluate the team's dynamic and quality of answers provided during the interview.

The joint procurement parties reserve the right to select the most competitive SOQ(s) for the scope of services solicited. During the selection process, CAMPO will ensure that all answers or clarifications to questions posed by any particular Respondent are provided through the project website by 5:00 p.m. April 2, 2026. The joint procurement parties reserve the right to negotiate contracts, including the final scope of work and contract price, with any Respondent or other qualified party for any of the work to be performed for which the services to perform that work were procured through this solicitation.

Selection Process

Firms or individuals submitting SOQs will be placed in rank order based on their qualifications and demonstration of addressing the needs reflected in the Scope of Services. Rankings of firms or individuals submitting qualifications will be sorted by category reflected in the Scope of Services (i.e., planning services; engineering/environmental/land acquisition services; marketing, communications and engagement services; technology services; program and project oversight/management services; and financial services) based on their relative strengths within each category. In this case, all SOQs will be evaluated using the same selection criteria as reflected in the previous section, but the selection criteria would be applied within the context of each respective category to develop the respective categorized ranking such that firms or individuals submitting SOQs may have different rankings among categories. Using this approach, a ranked list by category will be developed with a total of three (3) firms or individuals per category. Once adopted by the procuring parties, the "On-Call Consultant List" will be valid for a period of no less than three (3) years and for no greater than five (5) years.

The joint procurement parties will develop an Annual Task Work Program containing descriptions of anticipated tasks and corresponding estimated budgets for the range of services described under the Scope of Services for each respective fiscal year for FYs 2027-2029. The Annual Task Work Program will be revisited and updated annually by May 31st of each fiscal year that precedes the fiscal year it will cover to reflect any modifications that may be necessary based on shifting priorities. The Annual

Task Work Program is intended to be a workflow planning tool for both the joint procurement parties and the selected consultants.

The procuring parties will refer to the On-Call Consultant List to select qualified services consultants. For any task(s) that fall under the Engineering/Land Acquisition/Environmental Services category, the procuring parties will follow the ranking established during selection to fulfill the needs reflected in the Annual Task Work Program for those services. The highest ranked firm will then have the right of first refusal to negotiate with the respective procuring party and will be expected to present a proposed scope of work and proposed budget, if applicable, to the procuring party.

For any task(s) that fall under the other categories (planning services; marketing, communications and engagement services; technology services; program and project oversight/management services; and financial services), the procuring parties may choose to follow the ranking established during selection, or may choose to begin negotiations directly with any of the three ranked firms to fulfill the needs reflected in the Annual Taks Work Program for those services.

Scopes, deliverables, budgets, etc. will be reviewed, and the contract for each task or set of tasks will be awarded between the respective procuring party and the consultant if agreement can be reached. If an agreement cannot be reached, the joint procurement parties will invite the next highest ranked firm(s) or individual(s) to join in negotiations for tasks that fall under the Engineering/Land Acquisition/Environmental Services category. In any case in which services to be contracted among the procuring parties in the Engineering/Land Acquisition/Environmental Services category may result in a potential conflict of interest, the procuring parties will have the right to begin negotiations with the next highest ranked firm on the On-Call Consultant List in the Engineering/Land Acquisition/Environmental Services category to prevent the potential conflict of interest. For any task falling in the other categories, the joint procurement parties will be able to choose to begin negotiations with any of the remaining ranked firm(s) or individual(s).

As explained in the Scope of Services section of this RFQ, it is anticipated that most task orders to be deployed that may lead to a vendor contract will be initiated independently by one of the parties to this joint solicitation. Consequently, selected consultants will negotiate any services to be provided and the appropriate consideration to be paid, as well as specific contract terms, individually with either the Town of Cary, City of Raleigh, CAMPO, or GoTriangle. Selected consultants will also report directly to the respective procurement party throughout the life of the contractual relationship with that party. In some limited cases, more than one of the procurement parties may wish to jointly contract with a selected consultant, and accordingly, the respective procuring parties will jointly engage and negotiate terms for performance of associated work with the selected consultant, and the selected consultant will report to those respective parties as detailed in a vendor contract.

The joint procurement parties reserve the right to suggest to any or all Respondents to this request for qualifications that such Respondents form into teams of consulting firms, organizations, or individuals deemed to be advantageous to the joint procurement parties in performing the scope of services. The joint procurement parties 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 joint procurement parties may reject any or all of the submissions as they deem in their best interests. The joint procurement parties reserve the right to waive any irregularities or technicalities when they deem the public interest will be served thereby.

This RFQ does not commit the joint procurement parties 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 joint procurement parties reserve the right to accept or reject any or all responses received as a result

of this RFQ, or to cancel this request in part or in its entirety if it is in the best interest of the joint procurement parties to do so.

Interested individuals, firms, and teams shall refrain from contacting members of the Evaluation Committee or staff members of the procuring parties regarding this RFQ, except for questions submitted in writing to the CAMPO project manager as described in this document, during the advertisement, interview, and procurement process. Initiating contact with members of the Evaluation Committee or staff members of the procuring parties regarding this RFQ may render the person, firm, or team as ineligible for selection.

NOTE: DUE TO THE BROOKS ACT, THE NORTH CAROLINA MINI-BROOKS ACT, AND CERTAIN SCOPE ELEMENTS OF THIS SOLICITATION BEING CLASSIFIED AS ENGINEERING SERVICES, NO FEE IS TO BE SUBMITTED AT THIS TIME. FINAL FEE NEGOTIATIONS WILL COMMENCE WITH THE FIRM(S) OR INDIVIDUALS SELECTED BASED ON THIS QUALIFICATIONS-BASED SELECTION PROCESS.

RFQ Contact Information

Questions regarding this RFQ must be received no later than 5:00 p.m., Monday, March 30, 2026 (emailed to ben.howell@campo-nc.us; no phone calls). Based on questions received, the project manager will provide clarification or further information through the MPO's website (www.campo-nc.us), if needed, by 3:00pm, Thursday, April 2, 2026. **All Statements of Qualifications in response to this RFQ must be received by email no later than 1:00 p.m. on Monday, April 13, 2026.** Statements of Qualifications received after this time, or that do not adhere to the parameters or contain all required elements described herein, will not be considered for the solicited services. Capital Area MPO staff will reply to all Statements of Qualifications received. If you do not receive a reply to your submittal, please assume we did not receive it and contact us immediately at ben.howell@campo-nc.us. The Capital Area MPO is not responsible for late submittals.

Forward completed Statements of Qualifications in PDF format no later than 1:00 p.m. on Monday, April 13, 2026, to: ben.howell@campo-nc.us.