

TIRZ 13/Old Sixth Ward Redevelopment Authority (the Zone) is seeking Engineering and Planning Services for a mobility planning study for the Zone.

TIRZ13/Old Sixth Ward Redevelopment Authority (the Zone) is requesting Statements of Qualification (SOQ) from qualified firms to assist in the following study.

Please submit your SOQ by 2 p.m., April 30, 2020 to Clark Lord, Bracewell LLP; 711 Louisiana Street, Suite 2300; Houston, Texas 77002-2770. Any proposals received after this time and date will be returned and not addressed. Note that all questions, clarifications, or requests for general information are to be in writing via email to the Zone's administrator Sherry Weesner (sherry@old6wardtirz.org). All questions, clarifications, or requests for general information must be received no later than 4 p.m., April 20, 2020.

The Zone's Projects and Planning Committee or a committee selected by the Zone Board and the Zone's Administrator will evaluate the SOQ's. The Committee may interview one or more firms to further evaluate the proposals. The Committee will present their recommendations to the Zone Board of Directors who will select the consultant for this project.

Contact regarding this RFQ with any TIRZ 13 personnel or officials other than the Zone's Administrator or Legal Counsel after the issue date of this RFQ will be grounds for removal of the firm from consideration.

1. Introduction

- a. General Information

The Zone is requesting SOQ's from qualified firms for a Mobility Planning Study for TIRZ 13. There is no expressed or implied obligation for the Zone to reimburse responding firms for any expenses incurred in the preparation of a SOQ in response to this request. In no event will the Zone or any of its respective agents, representatives, consultants, directors, officers, or employees be liable for, or otherwise be obligated to reimburse, the costs incurred in preparation of any proposal, or other related costs. The prospective firms shall be fully responsible for all costs incurred in the preparation and/or presentation of the submittals. The submittals will become the property of the Zone upon submission and all proposals shall be subject to the Texas Public Information Act unless the respondent clearly and prominently identifies a submittal item as proprietary and said item unequivocally qualifies for this exemption under the Act as determined by the Texas Attorney General in accordance with the law.

The Zone reserves the right to increase or decrease the scope of work related to this project after a firm is selected to accommodate changes in the needs of the Zone and serve the best interests of the Zone. The Zone further reserves the right to terminate this process and to cancel or modify this solicitation process at any time.

- b. Submittal Requirements

To be considered, 1(one) original 4(four) hardcopies and 1(one) flash drive copy of the proposal must be received as outlined above. The Zone reserves the right to reject any or all proposals submitted.

c. Evaluation and Selection

SOQ's submitted will be evaluated by a committee consisting of Committee of at least 3 board members and the Zone Administrator. During the evaluations process, the Zone reserves the right, where it may serve the Zone's best interest, to request additional information or clarifications from responders, or to allow corrections of errors or omissions.

Review of SOQ's

- i. The committee will review the proposals at its earliest convenience after the submittal deadline date.
- ii. If necessary, the committee may invite one or more firms to make a presentation before the committee.
- iii. After completing the evaluation process, the committee will recommend the firm deemed the most qualified to the Zone's Board of Directors.
- iv. The Zone Board of Directors will consider the committee recommendations at its earliest convenience.
- v. Contact regarding this RFQ with any TIRZ 13 personnel or officials other than the Zone's Administrator or Legal Counsel after the issue date of this RFQ will be grounds for removal of the firm from consideration.

2. Nature of Services Required

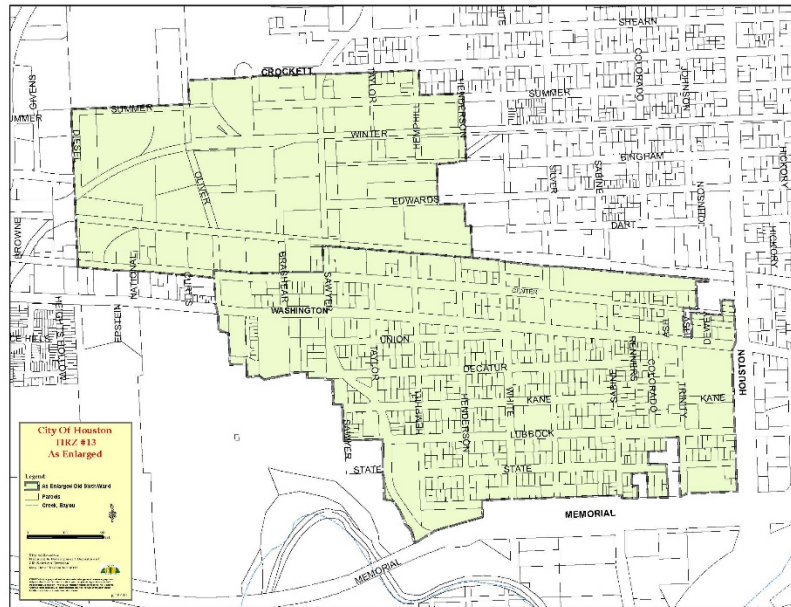
- a. The Zone is soliciting the services of a qualified transportation engineering and planning firm to accomplish the services outlined in this RFQ.
- b. Scope of Work to be Performed: Technical Expertise
 - i. The zone is currently embarking on a planning exercise which will include the evaluation of existing conditions, defining mobility goals and developing a prioritized recommendation of projects.
- c. Description of Study Requirements
 - i. Objective

The objective of this study effort is to evaluate the overall accessibility, safety and mobility for all modes of transportation within the zone with special emphasis on sidewalks, transit, rail crossings and bicycle facilities to expand travel options. The study will identify major destinations within the zone and that are proximate to the zone and identify major new developments within the zone and that are proximate to the zone that will impact mobility. This data will be used with community and stakeholder input to define an overall mobility vision and develop a fact-based approach for the Zone and its partners to prioritize and implement projects. The report will develop recommendations at several levels. It will define projects that can be implemented quickly, identify projects that can be implemented through partnerships and with private development partners, identify projects that might be good candidates for grant

opportunities and set a vision for a comprehensive mobility network that can be implemented over a longer period of time.

ii. Study Area

Although the Study Area coincides with the boundary of TIRZ 13, important projects and roadway, pedestrian, bicycle or transit facilities outside the boundaries of the TIRZ that have a significant impact on mobility will also be considered.



iii. Study Approach

1. Evaluate Baseline Conditions including as a minimum:
 - a. Socioeconomic and demographic data
 - b. Relevant mobility data
 - c. Roadway profiles such as right of way, geometry, traffic volumes, speeds, and condition
 - d. Safety data
 - e. ADA compliance of all facilities
 - f. Existing bikeway facilities and condition
 - g. Existing pedestrian facilities and condition
 - h. Existing planning documents
 - i. Planned mobility projects
 - j. Planned development projects
2. Provide a GIS based planning tool for infrastructure management including as a minimum:
 - a. Pedestrian Facilities
 - b. Bicycle Facilities
 - c. Transit Facilities

- d. Roadways
- 3. Area of Special Study
 - a. Silver Street
 - Determine the feasibility of providing high comfort bicycle infrastructure along Silver Street between MKT Trail/Spring Street and Memorial Drive with a connection to Buffalo Bayou.
 - The analysis will include analysis of previous studies conducted in the area and existing corridor classifications including the Houston Bike Plan and Classification within the Major Thoroughfare and Freeway Plan (MTFP)
 - The Analysis will include appropriate data collection, intersection control evaluation, evaluation of bicycle facility type, recommendations for bicycle infrastructure, traffic operations analysis, constructability and planning level cost estimates, schematic designs
 - b. Sawyer Street
 - Determine potential mobility improvements for Sawyer Street including enhanced pedestrian facilities, bicycle facilities and safety improvements for the rail crossings.
 - Provide recommendations for both the short term (current Right of Way) and a preliminary recommendation for design with additional right of way.
 - c. Washington Avenue
 - Determine potential mobility improvements for Sawyer Street including enhanced pedestrian facilities, bicycle facilities, safe crossing facilities and safety improvements.
 - Provide recommendations for both the short-term improvements and a preliminary recommendation long term improvement.
 - d. Center Street
 - Determine potential mobility improvements for Center Street including enhanced pedestrian facilities, bicycle facilities and safety improvements.
 - Provide recommendations for both the short-term improvements and a preliminary recommendation long term improvement.
 - e. Rail Crossings
 - Determine potential mobility improvements for Rail Crossings including enhanced pedestrian facilities, bicycle facilities and safety improvements.
 - Provide recommendations for both the short-term improvements and a preliminary recommendation long term improvement.

4. Prioritization Plan

The study will provide network recommendations for walking, biking and key street corridors which will detail priority, partnership opportunities, planning level budgets, and pros and cons. The study should also develop at least two catalyst projects to advance the goals defined for the study.

5. Community Engagement

The study shall include a community engagement component to ensure that the concerns of the community and stakeholders are fully evaluated and addressed as part of the study report. The SOQ will provide an evaluation of the potential types of engagement that will be the most useful and the pros and cons of each method.

3. Submission of Statement of Qualifications

Interested and qualified firms or teams are invited to submit one (1) original, four (4) copies and one (1) flash drive copy of materials that demonstrate their experience in performing a project of this type. The SOQ shall be submitted by a lead firm but may contain services from subconsultants. Documentation should be limited to a maximum of 15 single-sided pages and include the following items. Statement of interest Letter and Resumes do not count in the 15-page limit.

- a. **Project Leadership:** Zone is interested in the experience of the Firm, The Project Manager, and the Project Principal. Project experience similar to the project described in this solicitation is of primary importance. The Project Manager and the Project Principal must be employed by the prime firm and may be the same individual. List the location of the offices proposed to work on the project as well as contact information and who is to be the contact with the Zone for this project. List no more than five projects for meeting these criteria which have been completed in the past ten (10) years. Special attention will be paid to experience in the past five (5) years. Provide a reference with contact information for each project listed (for each proposed individual's experience)
- b. **Project Staff Experience and Expertise:** Prime firm and any subconsultants must have adequate and experience current staff (including professionals registered in applicable fields, other professionals, and technicians) to competently and efficiently perform the work. Provide detail of the firm's qualifications as well as aspects of each firm that will benefit this project if selected. Identify project leadership, reporting responsibilities, how the prime firm will interface with Zone's project manager and the sponsoring department, and how subconsultants will work within the management structure. Provide resumes of each firm/team member along with a list of major services offered by each firm/team member. Zone is interested in the proposed staff's history and

success with projects of similar programs, budgets, and/or clients as the project described in this solicitation.

- c. **Firm Profile and Project Experience:** Zone is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. List no more than five projects for meeting these criteria which have been completed in the past ten (10) years. Special attention will be paid to experience in the past five (5) years. In addition, the Zone may consider history of firm in complying with project programs, schedules, and budgets on previous projects within the Zone. Provide a reference with contact information for each project listed (for both the firm and each proposed individual's experience).
 - d. **Approach:** The zone is interested in the team's approach for completing the study. Provide details of the team's plan to fulfill the objectives of this study.
 - e. **Local Knowledge:** The Zone is interested in team's (including subconsultants) local experience within the boundaries of the zone and or work within the Houston City Limits and within the Houston region within the last ten (10) years. Special attention will be paid to experience in the past five (5) years.
 - f. **Team:** The Zone is interested in the team's organizational structure, their understanding of the project issues and their approach to the project. Detail areas of experience which are relevant to those identified in the objective and study approach. The Zone is interested in any proposed subconsultants' history and success with similar projects. List no more than three (3) projects per subconsultant meeting these criteria which have been completed in the past ten (10) years. Special attention will be paid to experience in the past five (5) years. Provide a reference with contact information for each project listed (for both the firm and each proposed individual's experience). Describe how the project(s) will be formatted from start to completion to meet the current published City of Houston SBE and/or MWBE goals.
4. Submittals shall be delivered to:
- Clark Lord, Bracewell LLP
711 Louisiana Street, Suite 2300
Houston, Texas 77002-2770
No later than 2 p.m., April 30, 2020
5. Additional Materials – Any information or material provided beyond that requested in this RFQ will not be considered by the Zone.
6. Reservation of Rights

In connection with the RFQ, the Zone reserves the rights (which rights may be exercised by the Zone at its sole discretion) available to it under applicable laws including without limitation, and with or without cause and with or without notice the right to:

- a. Cancel this RFQ, in whole or in part at any time before the execution of a contract by the Zone, without incurring any cost, obligations or liabilities.
- b. Issue addenda, supplements, and modifications to the RFQ.
- c. Revise and modify, at any time before the RFQ submittal due date, the factors and/or weights of factors the Zone will consider in evaluation RFQ submittals and to otherwise revise or expand its evaluation methodology as set forth herein.

- d. Extend the RFQ submittal due date.
- e. Investigate the qualifications of any firm under consideration and require confirmation of information furnished by a firm.
- f. Require additional information from a firm concerning contents of its RFQ submittal and/or require additional evidence of qualifications.
- g. Waive irregularities or permit corrections to data submitted with any response to the RFQ until such time as the Zone declares, in writing, that a stage or phase of its review of the response has been completed or closed.
- h. Reject at any time, any or all submittals, responses and RFQ submittals received.
- i. Terminate, at any time evaluations of responses received.
- j. Appoint a different evaluation committee to review RFQ submittals or responses, make recommendations and seek the assistance of outside technical experts and consultants in RFQ submittal evaluation.
- k. Hold interview and conduct discussion and correspondence with one or more of the firms responding to this RFQ to seek and improved understanding and evaluation of the responses to this RFQ.
- l. Disclose information contained in an RFQ submittal to the public as required under the Texas Public Information Act.
- m. Authorize firms to substitute key personnel until the Zone declares, in writing, that a stage or phase of its review has been completed and closed.
- n. Waive deficiency in an RFQ submittal, accept and review a non-conforming RFQ submittal or seek clarifications or supplements to an RFQ submittal.
- o. Exercise any other right reserved or afforded to the Zone under this RFQ or applicable law. The Zone reserves the right to modify the process. In its sole discretion, to address applicable law and/or the best interest of the Zone.

The Zone shall not, under any circumstances be bound by or be liable for any obligations with respect to the project until such time (if at all) a contract has been awarded and all approvals obtained in form and substance satisfactory to the Zone have been executed and authorized by the Zone, and then only to the extent of such agreements.

PROFESSIONAL SERVICES CONSULTANT SELECTION EVALUATION CRITERIA

The following is a description of items to receive consideration in the evaluation of responses for providing professional engineering/architectural services to the Zone. Following each description are the evaluation points associated with the item. TOTAL POSSIBLE POINTS EQUALS 100 (interviews, if conducted shall be scored separately). Wherever used, "prime firm" denotes a single firm or a joint venture responding as the prime consultant. Wherever used, "page" refers to single-sided, single spaced, 10-point minimum font printed 8-1/2 x 11-inch pages. The prime firm shall perform the largest share of the assignment (on an estimated percentage of total agreement basis). Responses failing to show the prime firm performing the plurality of the services shall be rejected as non-responsive. Limitations on volume of requested information apply equally to single firms and joint ventures regardless of the number of firms partnering in the joint venture. Responses with excess volume or which do not include information for the evaluation of all consideration items may not be thoroughly reviewed or may be rejected as non-responsive.

Consideration Item 1: Project Leadership and Firm Profile and Project Experience (Past 10 Years)

Zone is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. Zone is interested in the experience of the Project Manager and Project Principal, on projects like the project described in this solicitation. Points will be awarded as indicated above. Only one individual per job responsibility should be designated. Project Manager and Project Principal must be employed by the prime firm and may be the same individual. Project Manager must be licensed as a professional engineer in the State of Texas at the time of submittal. List no more than five (5) projects meeting these criteria (as described above) which have been completed in the past ten (10) years, and local experience within the boundaries of TIRZ 13 and/or the City of Houston as may be evidenced by existence of local offices, residency or work in the area during the past ten (10) years. (Maximum 25 points)

Consideration Item 2: Project Staff (Past 10 Years)

Prime firm and subconsultants must have adequate and experienced current staff (including professionals registered in applicable fields, other professionals, and technicians) to competently and efficiently perform the work. Prime firm and subconsultants must commit that staff proposed in this submittal would be available for the proposed work. Zone may desire to visit team's business addresses on a regular basis to follow progress of the work. (Maximum 10 points)

Consideration Item 3: Team's Structure and Project Understanding

Zone is interested in team's understanding of the project issues and their approach to the project. Identify project leadership, reporting responsibilities, how prime firm will interface

with Zone Administrator and the City of Houston Public Works & Engineering Department, and how and subconsultants will work within the management structure. Describe any significant project issues and the team's approach in addressing those issues. (Maximum 20 points)

Consideration Item 4: Project Approach

The Zone will consider the plans provided in the SOQ to evaluate the firms/team's understanding of the Study Objectives and the Firm's qualifications to complete the stated objectives (Maximum 25 points)

Consideration Item 5: References

The zone will consider the feedback obtained from the firms references to evaluation the firm's qualifications and ability to fulfill the mission. (Maximum 15 Points)

Consideration Item 6: MWBE Goals

The zone will consider the firm's plan to meet the current published City of Houston SBE and/or MWBE goals. (Maximum 5 points)

Consideration Item 6: Interview (Optional) (Separately scored 100 points)

The Zone may determine that it is necessary to interview short-listed firms prior to making a recommendation to the Zone Board of Directors. A subset of the evaluation committee may interview the top firms based on the results of the Evaluation Committee.