



Planning and Transportation Department

**Corridor Study and Conceptual Design for
College Avenue and Walnut Street
*REQUEST FOR INFORMATION***

ISSUED:

February 15, 2022

DEADLINE FOR SUBMITTALS:

March 28, 2022

5:00PM EST

SUBMIT INFORMATION TO:

Beth Rosenbarger, AICP
Planning Services Manager
rosenbab@bloomington.in.gov

GENERAL INFORMATION AND SUMMARY

Organization Issuing Request for Information:

City of Bloomington
Planning and Transportation Department
401 N. Morton St, Suite 130
Bloomington, Indiana 47404

Contact:

Beth Rosenbarger, AICP
Planning Services Manager
rosenbab@bloomington.in.gov

Summary of Request:

The City of Bloomington (the City) is issuing this Request for Information (RFI) to aid in the selection of a consultant team to develop a Corridor Study and Conceptual Design for College Avenue and Walnut Street from the 45/46 Bypass to Allen Street (The Study). The Study will reflect the vision, goals, policies, and programs of the City's latest Comprehensive Plan and Transportation Plan. Interested parties must provide submittals as outlined in this document electronically by Monday, March 28, 2022, at 5:00 PM local time (EST).

Communications and Project Management:

The project will be managed by the City's Planning and Transportation Department with input from other City departments. All communications from interested parties to the City during the submission process shall be made to Beth Rosenbarger at rosenbab@bloomington.in.gov.

If necessary, interpretation of or changes to this RFI may be made by written addendum. A copy of each addendum will be posted on the City's Transportation Plan website at <https://bloomington.in.gov/transportation/plan> no later than March 18, 2022. Interested parties are responsible for checking the City's website for addenda, though the City may choose to contact all known interested parties with notification of posted addenda. The City will not be responsible for any other explanations or interpretations of this RFI. If significant changes to this RFI are required, then the City may postpone the final date for submission through an addendum.

Interested parties may notify the City via email of their intent to submit a response to this RFI but are not required to do so. Failure to notify the City of intent to submit a response may result in omission from future communications including possible notification of addenda.

Responses to the RFI must be submitted in pdf format no later than March 28, 2022, by 5:00PM EST. Responses which, in the judgment of the City, are in any way incomplete, inaccurate, or otherwise not in compliance with the requirements described in this RFI may be rejected. The City reserves the right to contact consultants to ask questions, request additional information, or request an interview.

Any costs incurred while responding to this RFI in anticipation of receiving a contract award shall be the responsibility of the entity submitting the response. The City shall not reimburse any respondent for any such expenses.

RFI Process Schedule:

February 15, 2022	RFI Advertisement
March 14, 2022	Deadline for questions/clarifications
March 18, 2022	Last Day for Addenda Posted by the City
March 28, 2022 (5:00pm EST)	RFI Response Deadline
April 18, 2022*	Respondents Notified of Results
May 16, 2022*	Issue Notice to Proceed (NTP)

**Dates indicated are tentative and subject to change as needed*

CORRIDOR STUDY DETAILS

The City is seeking a consultant to develop a Corridor Study and Conceptual Design for College Avenue and Walnut Street from the 45/46 Bypass to Allen Street (The Study). The Study, which will include a recommended conceptual design, will reflect the vision, goals, policies, and programs of the City’s latest Comprehensive Plan and Transportation Plan. The need for a corridor study was identified in the 2019 Transportation Plan. The Comprehensive Plan and the Transportation Plan are available online: <https://bloomington.in.gov/planning/documents>.

Process Goals:

The process for developing The Study is critical to the success of The Study. The City envisions a process with two phases; however, respondents are welcome to propose a different process that includes public engagement and creates a successful conceptual design.

- Phase One: Corridor Analysis; consultants collect, analyze, and present data. Through public engagement, consultants develop consensus around goals for the conceptual design.
 - The purpose of this phase is to develop consensus around the goals of what a conceptual redesign should accomplish in our community. While goals for the corridor have been identified in the adopted Transportation Plan, other goals for the corridor can be developed and incorporated based on community engagement. This phase focuses on analyzing what is working, what needs improvement, and why.
 - Data collection will include quantitative and qualitative data.
 - The City can provide some traffic count data, limited bicycle count data, and crash data. It is expected that other quantitative data will be needed to analyze the many uses of the corridor.
 - Consultants are expected to collect qualitative data. This data may include observation data; interviews with business owners, residents, and more; surveys and public input; and other relevant experiential data.
 - Consultants may propose other tools and data collection techniques to better understand traffic volumes, origins/destinations, active transportation users, bus transit, and more.
 - Data and corridor analysis:

- It is expected that the quantitative analysis will include a traffic simulation. The City has an existing Synchro model and some pre-pandemic traffic counts that will be provided to the consultants to assist in the development of the simulation.
 - The analysis and The Study are primarily focused on street design and infrastructure. The consultants should assume no zoning changes; however, consultants can identify infrastructure changes needed to achieve the community’s current land use goals.
 - Public presentations: This may involve multiple public meetings and engagement opportunities. It must include a format to share the corridor analysis publicly at the end of the phase before moving on to phase two.
- Phase Two: Create a feasible conceptual design using the adopted goals for the corridor and goals added through public engagement in phase one.
 - The purpose of this phase is to use the analysis and goals established in phase one in order to collaboratively develop a corridor conceptual design. This may be a charrette approach or other public engagement-based model.
 - This may include multiple design alternatives.
 - The proposed conceptual design should be analyzed using the tools from phase one, such as the goals, the traffic simulation, and more.
 - Analysis of conceptual design options may include analysis of the potential for development, redevelopment, and investment that may be spurred by the design alternatives.
 - This phase must involve robust, direct public engagement with many stakeholder groups as well as opportunities for all members of the public to share input.
 - The conceptual design is detailed to the level of providing the cross-sections for each block and/or phase of the corridors. The conceptual design is a design that will be used to develop a future construction plan set.
 - The development of the conceptual design using a public engagement process must include the use of creative visuals. This could include virtual, augmented reality, infographics, cross-sections, and other tools. Please propose what visual tools you recommend to help residents envision the conceptual plan.
 - This phase may include presenting to several city boards, commissions, or public bodies.

Process Timeline:

The City envisions a project timeline of approximately one year. The City would like respondents to propose a project timeline that emphasizes public engagement and includes time for feedback loops at multiple points throughout the project.

Process Expectations:

Robust public engagement throughout The Study’s development is expected. Public engagement should include virtual and in-person options. Thorough data collection and analysis is expected. An understanding of the community’s values and goals, as expressed in the Comprehensive Plan, is expected and must inform The Study.

Goals of the Study:

The Study aims to analyze the existing conditions and create a conceptual redesign of College Avenue and Walnut Street. The analysis and conceptual design must align with the goals of the Comprehensive Plan, as well as the detailed objectives outlined in the [Transportation Plan](#) (see page #61, *Improve Multimodal Travel along N-S and E-W Corridors*).

As described in the Transportation Plan, the following is a list of some priorities for The Study:

- 1) Improve pedestrian access, safety, and comfort along and across the length of the corridors;
- 2) Improve bicyclists access with safe, protected bicycle paths throughout the length of the corridors;
- 3) Improve bus transportation by providing safe and efficient ways to travel along the corridors; this shall include consideration of bus-only lanes, bus rapid transit, bus shelter improvements, and other recommended considerations;
- 4) Anticipate and make recommendations regarding other forms of transportation that further the goals of the Comprehensive Plan;
- 5) Facilitate safe and efficient automobile traffic to the maximum extent possible in light of the aforementioned goals; and
- 6) Enhance the vitality of Downtown Bloomington's businesses and institutions.

As noted in the Process section, the City is open to incorporating other goals or priorities that align with the community's adopted goals based on public feedback. The analysis and The Study are primarily focused on street design and infrastructure. The consultants should assume no zoning changes; however, consultants should identify infrastructure changes needed to achieve the community's current land use goals.

Deliverables:

- A feasible, conceptual design for College Avenue and Walnut Street from the 45/46 bypass to Allen Street, including cross-sections and plan view.
- An implementation strategy that includes short-term and long-term concepts with cost estimates for design and construction. The short-term concept will propose changes that can be quickly and easily installed. A mid-term concept is optional.
- All elements combined and provided as a final document, which includes the conceptual design, summary of public engagement, traffic analysis, other analysis elements, etc.
- Multiple public presentations and public meetings, which may include presentations to city boards, commissions, and official bodies, and may include a final presentation.

The City encourages submissions from Minority-Owned Business Enterprises (MBE), Women's Business Enterprises (WBE), Small Business Enterprises (SBE), local firms, and diverse teams. This RFI is open to any individual/firm wishing to submit a response.

Funding Source and Associated Requirements:

This project is funded locally. Responses to this RFI shall be prepared with an assumed maximum project budget of \$170,000. Tasks that cannot be accomplished within that budget shall be explicitly labeled as beyond the project's budget and optional services.

SUBMITTAL REQUIREMENTS:

General Requirements:

Submissions must be prepared electronically using 8.5” x 11” paper format and must be submitted as a single pdf file no later than March 28, 2022, at 5:00 PM EST. File size may not exceed 10MB. Submissions are strictly limited to a maximum of 10 total pages (total includes the submittal form). Additional pages such as cover pages, tables of contents, appendices, etc., are not permitted. Submissions must be emailed to Beth Rosenbarger at rosenbab@bloomington.in.gov .

Order	Submittal Content
1	Submittal Form
2	Introductory Letter
3	Project Team and Structure
4	Relevant Project Experience
5	Project Approach Including Public Engagement Strategies
	Maximum Total: 10 pages

Content Details: RFI responses should include all of the information required below.

1) Submittal Form

- Complete and sign the Submittal Form attached to this document.
- The content of this form shall not be modified other than to fill in the required information.

2) Introductory Letter

- Name of the individual or firm.
- Contact information for the person authorized to serve as point of contact during the RFI evaluation process and to negotiate on behalf of the firm or team if selected for projects.
- Other general firm information as desired.

3) Project Team and Structure

- Identification, qualifications, expertise, and availability of the project manager and key staff proposed to be assigned to the project.
- Identification of proposed subconsultants for any tasks not to be completed by the prime consultant and the type and percentage of work each sub-consultant will complete.
- Relevant information regarding team organization or leadership in place to ensure efficiency and accountability during the course of the project as well as quality control and schedule control.
- Location of all project team members and their applicable licensure and certifications.
- Knowledge of and experience with pertinent federal, state, and local laws, regulations, and policies.
- Knowledge of and experience with Smart Growth, CNU, NACTO, AASHTO, PROWAG, and other relevant transportation design guidance.
- Disadvantaged Business Enterprise (DBE) or other relevant certifications.

4) **Relevant Project Experience**

- Specific examples of projects that are relevant and similar to this project (provide a link to the project; a reference name and contact information for the clients of these projects).
- Identification of which key personnel were responsible and the relevant tasks for which they were responsible.
- Experience with public engagement around complex and controversial projects.
- Experience with context-sensitive design and public processes.
- Experience with multimodal transportation planning, land use planning, redevelopment, and pedestrian, bicycle, and transit planning.
- Experience with high-quality and dynamic visuals, graphics, maps, etc.

5) **Project Approach:**

- Description of project approach, public engagement strategy, and deliverables.
- Timeline with milestones:
 - Provide phases for the project: outline what information comes in when, what information you will need from the City, and when public engagement occurs.
 - Use assumed notice to proceed (NTP) of April 18, 2022.
- Description of innovative ideas or strategies for public engagement, strategies to bring diverse stakeholders and residents to the table, and strategies to help residents envision changed corridors.
- Identify any tasks for which the City would be responsible for completing during public engagement.
- Specific examples of potential challenges and strategies for successfully responding to those challenges.
- Discussion of budget; clearly identify any anticipated expenses above that budget.
- Other relevant information related to project approach and public engagement.

SELECTION CRITERIA & EVALUATION

Staff from multiple city departments will review and evaluate responses. Reviewers will use the attached RFI Evaluation Form as one tool to aid in determining which respondent is most suitable. The City reserves the option to request interviews. The City reserves the right to reject all submittals and not select a consultant. The City reserves the right to choose a firm that, in the sole judgment of the City, is deemed to be the most qualified firm regardless of scoring.

ATTACHMENTS

- 1. RFI Evaluation Form**
- 2. Submittal Form**

RFI Evaluation Form:					
Name of Individual/Firm:		Reviewer #:	Date:		
Criteria	Rating (0.0 - 5.0)	x	Weight	=	Score
A	Project Manager: Expected ability to successfully manage the project based on qualifications, experience, expertise, availability, etc.		2	=	
B	Project Team and Structure Expected ability to successfully complete the project based on qualifications, experience, expertise, availability, etc.		2	=	
C	Relevant Project Experience Evaluation of key staff member's direct experience with similar projects.		4	=	
D	Values Familiarity with City's values and an understanding of the Comprehensive Plan and Transportation Plan. Demonstrated expertise developing studies and conceptual designs with similar values and goals.		3	=	
E	Project Approach Project understanding, proposed approach, public engagement strategies, proposed timeline, etc.		7	=	
F	Other DBE, local firms, quality of submittal, or other factors		2	=	
Total:					

Total

_____/100

Rating Points: (Use of any decimal between and including 0.0 and 5.0 is acceptable)

5.0 = Outstanding/Significant Added Value 2.5 = Average/Acceptable 0.0 = Poor/Insufficient

Additional Comments:

Submittal Form

The undersigned declares that the Request for Information (RFI) submitted in response to the Request for Information (RFI) issued on February 15, 2022, is, in all respects, an accurate and true representation of the Firm's experience and qualifications. The undersigned further acknowledges that the RFI submitted is absent any collusion with an employee/official of the City of Bloomington. The undersigned acknowledges she/he/they reviewed and is familiar with the City of Bloomington RFI documents issued on February 15, 2022, and she/he/they acknowledge her/his/their responsibility for checking the City website for any addenda to this RFI.

If any omissions, erasures, and/or alterations (collectively "modifications") are required to be made to the RFI Documents, the undersigned acknowledges that she/he/they has carefully examined the modifications to the RFI Documents submitted by the Firm and has approved all such modifications. If said modifications are handwritten, the modifications must be initialed. The undersigned further acknowledges that the individual initialing any such modifications has authorization to do so on behalf of the Firm.

Individual/Primary Firm Name: _____

Firm Representative Name: _____

Authorized Signature: _____

Title: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail: _____

Telephone: _____