

A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES CONTRACT

City of Frankfort, Kentucky - RAISE Grant
Holmes Street Corridor Planning Study

This document constitutes a Request for Proposals for a Professional Service Contract from qualified individuals and organizations to furnish those professional services as described herein for the City of Frankfort, Kentucky. This work is being advertised by and for the City of Frankfort while using some Kentucky Transportation Cabinet (KYTC) forms and procedures.

I. PROJECT DESCRIPTION

County - Franklin
Location - In Frankfort: High Street (KY-420) Between Main Street and Holmes Street (KY-2261) and Holmes Street Between High Street and Wilkinson Boulevard (US-127)
Bid Number - 22021004-745
Project Description - Holmes Street Corridor Planning Study

II. PROJECT INFORMATION

Project Manager - Chuck Knowles
Owner - City of Frankfort, KY
Project Funding - Federal Funds (RAISE) and Local Funds
Project Scope - Planning study to include preliminary engineering, an approved environmental document, and community engagement for a future Complete Street construction project

III. PURPOSE AND NEED

The purpose of this planning study is to support the revitalization of the Holmes Street Corridor in downtown Frankfort, an economically distressed area that serves as a key entry to the community from the east and north. This study will help the City of Frankfort prepare for infrastructure improvements that will calm traffic, enhance pedestrian and biking opportunities, improve safety, promote economic development, and connect with previous Transportation Investment Generating Economic Recovery (TIGER) upgrades that have been constructed along Main Street and Second Street.

The need for this planning study is to assess and develop preliminary design concepts for a Complete Street along High and Holmes Streets, which will connect low-income households with downtown job opportunities. The goals of the study include improving infrastructure condition, addressing public health and safety by providing multimodal opportunities, promoting sustainability, facilitating the corridor's economic competitiveness, and advancing equity.

The Holmes Street Corridor encompasses 25 city blocks of the community's oldest

infrastructure and is home to Frankfort's original commercial corridor adjacent to workforce housing and intact, historic neighborhoods. The corridor is approximately 2 miles in length. The study area is racially diverse, with a mix of residential, commercial, and industrial uses and includes the area's only elementary learning center. This area of disinvestment has significant potential, with large tracts of underutilized land that disconnect the neighborhood from nearby economic opportunities. Frankfort's comprehensive plan identifies reconstruction of Holmes Street as a top priority.

IV. DBE REQUIREMENT

Consultants should include a DBE Participation Plan with their Response to Announcement. An additional page will be allowed with the Project Approach (page 7) in the Response to Announcement to convey this plan. A maximum of 3 points will be considered in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

The selected Consultant will be required to provide professional engineering and environmental services. These services will include planning, preliminary engineering, an approved environmental document, and community engagement activity. The selected Consultant will perform numerous activities including, but not limited to, the following:

- Complete needs assessment of the corridor
 - Inventory existing corridor facilities (including deficiencies and possible constraints) and environmental resources
 - Collect and analyze data on crash history, land use, and traffic volumes
 - Project future land use and traffic volumes along corridor, including planned improvements in downtown Frankfort
 - Evaluate existing parking needs along the corridor
 - Conduct public and stakeholder outreach and involvement activities
 - Conduct preliminary utility coordination
 - Articulate current and future corridor needs
- Develop range of alternatives to meet current and future corridor needs
 - Provide multiple typical sections to manage future congestion while balancing the need to maintain a neighborhood street
 - Multiple bicycle and pedestrian facility types
 - On-street parking facilities
 - Access Management components
 - Landscape areas
 - Provide planning-level cost estimates for all phases (D, R, U and C) for each alternative
- Approved Environmental Document
 - Cultural, historic, and archaeological
 - Socioeconomic
 - Endangered species
- Utility Planning
 - Incorporating planned utility upgrades
 - Evaluate utility relocations necessary to facilitate roadway improvements
 - Evaluate need for utility improvements to meet community redevelopment needs
- Preliminary Engineering
 - Conduct field survey and right-of-way determination

- Advance preliminary design on viable alternatives identified in corridor study
- Continued community engagement with local officials, stakeholders and general public
- Right-of-way impact assessment
- Provide preliminary cost estimate for all phases (D, R, U and C) of the preferred alternative

The deliverables will comply with the Kentucky Transportation Cabinet’s Highway Design Manual – HD-203. The deliverables will include, but not be limited to, preliminary line and grade plans, roll plots, traffic analysis report, streetscape framework, preliminary line and grade narrative, Design Executive Summary, public involvement documentation, environmental reports, and an approved environmental document.

The final scope and fee for the described services above shall be negotiated after a qualifications-based selection.

The selected Consultant could be asked to provide Final Roadway Design and Construction Services, which would be added by contract modification when Preliminary Engineering and Environmental Services are complete. The scope and fee for these future, additional services shall be negotiated between the City of Frankfort and the selected Consultant.

VI. SPECIAL INSTRUCTIONS

The response to this RFP must follow the City of Frankfort Professional Services Response Instructions found under “Related Documents” on the RFP webpage at the following link: ([Bid Postings • Frankfort, KY • CivicEngage](#)).

VII. AVAILABLE STUDIES

The following studies and reports related to this RFP may be found at the following link: ([Bid Postings • Frankfort, KY • CivicEngage](#)).

- Holmes Street Redevelopment Plan – January 2007
- Frankfort 2019 Small Urban Area Transportation Study
- Walk/Bike Plan – 2016 Update
- 2016 Comprehensive Plan Update
- Flood Mitigation Plan

VIII. METHOD OF DESIGN

The selected Consultant shall utilize the most recent CADD Standards for Highway Plans Policy in the development of the highway plans.

IX. ENVIRONMENTAL

The selected Consultant will provide any required environmental services.

X. GEOTECHNICAL SERVICES

The selected Consultant will be responsible for conducting any necessary Geotechnical Services required for the project.

XI. TRAFFIC

The selected Consultant will provide the analysis of the existing and proposed operations working closely with KYTC and City of Frankfort staff.

XII. UTILITIES

The selected Consultant will be responsible for determining the existing locations of utilities to determine feasibility of redesign or utility relocation and cost estimates.

XIII. PREQUALIFICATION REQUIREMENTS

To respond to this project the Consultant must be prequalified in the following areas by the response due date of this advertisement:

ROADWAY DESIGN

- Urban Roadway Design
- Surveying

GEOTECHNICAL SERVICES* (See Note below)

- Drilling Services
- Engineering Services
- Laboratory Testing Services

ENVIRONMENTAL AQUATIC AND TERRESTRIAL ECOSYSTEMS

- Fisheries
- Macroinvertebrates
- Water Quality
- Botany
- Zoology
- Wetlands

ENVIRONMENTAL ARCHAEOLOGY AND OTHER SERVICES

- Prehistoric Archaeology
- Historic Archaeology
- Highway Noise
- Air Quality Analysis
- Socioeconomic Analysis
- Cultural Historic Analysis
- EIS Writing and Coordination

ENVIRONMENTAL AND UST SERVICES

- Hazmat Preliminary Site Assessment (Phase I)
- UST Preliminary Site Assessment

TRANSPORTATION PLANNING

- Pedestrian & Bicycle Facility Planning & Design
- Traffic Forecasting
- Traffic Data Collection

TRAFFIC ENGINEERING* (See Note below)

- Traffic Engineering Services
- Electrical Engineering Traffic Signal Services
- Electrical Engineering Roadway Lighting Services

**Note – Some geotechnical and some traffic engineering prequalifications are not required with the initial proposal as it is uncertain to the extent practicable if they are necessary. Should any of these services become necessary during the delivery of the project in this or future phases, the selected Consultant team must obtain the required qualifications before providing those services, or bring on a subconsultant at that time.*

XIV. PROCUREMENT SCHEDULE

- Advertisement Posted – February 9, 2022
- Response Date – March 8, 2022, by 2:00 PM EST
- First Selection Committee Meeting – March 10, 2022
- Final Selection Committee Meeting – March 22, 2022
- Pre-Design Conference – April 5, 2022
- Consultant Fee Proposal – April 12, 2022
- Contract Negotiations – April 19, 2022
- Notice to Proceed – See Note below.

Note: The City, with KYTC approval, is procuring these professional services prior to an executed RAISE grant agreement between the Federal Highway Administration and KYTC. A Notice to Proceed will not be issued to the selected Consultant until the RAISE grant agreement is executed.

XV. PROJECT SCHEDULE

The Holmes Street Corridor Planning Project is to be completed by the selected firm within 12 months after receiving a Notice to Proceed.

XVI. EVALUATION FACTORS

Consultants will be evaluated by the selection committee based on the following, weighted factors totaling 65 possible points:

1. Relative experience of consultant personnel assigned to project team with highway project for KYTC and/or federal, local or other state governmental agencies. (15 Points)
2. Capacity to comply with project schedule. (10 Points)
3. Past record of performance on projects similar in type and complexity. (15 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (20 Points)
5. DBE Participation Plan. (3 Points)
6. Consultant's offices where work is to be performed. (2 Points)

XVII. LICENSE AND REGISTRATION REQUIREMENTS

To respond to this project the Consultant's personnel assigned to the project team must be licensed and/or registered in Kentucky to perform the engineering services listed in Section V – Scope of Work.

XVIII. SELECTION COMMITTEE MEMBERS

1. Katie Beard, City of Frankfort
2. Rebecca Hall, City of Frankfort
3. Eric Cockley, City of Frankfort
4. Terri Bradshaw, Kentucky Capital Development Corporation (KCDC)
5. Chuck Knowles, City of Frankfort

See Project Map on Page 7.

XIX. PROJECT MAP

