Southern Alleghenies Corridor N (U.S. Route 219) Completion Analysis & Impact Study
Request for Proposals
Southern Alleghenies Planning & Development Commission
3 Sheraton Drive • Altoona, Pennsylvania • 16601

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Southern Alleghenies Planning & Development Commission is an Equal Opportunity/Affirmative Action Employer.
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I. GENERAL GUIDELINES

Introduction and Purpose
The study will provide comprehensive, qualitative analysis of the impact(s) to businesses, regional freight, economic development, etc. of completing Appalachian Development Highway System (ADHS) Corridor N, known as U.S. Route 219, from Meyersdale, PA to Corridor E (I-68) in Grantsville, MD.

Corridor N is 68.1 miles in length and stretches from Corridor M (US 22) at Ebensburg, PA to Corridor E (I-68) near Grantsville, MD. Approximately 8 miles remain unfinished between Corridor E and immediately south of Meyersdale, PA, including 2.5-miles in Maryland and 5.5-miles in Pennsylvania. In November 2018, an 11-mile section of four-lane roadway from Somerset, PA to just south of Meyersdale, PA was completed. A 1.4-mile section starting at Corridor E is currently under construction and efforts are being made to fund the remaining mileage.

The current unfinished roadway is a two-lane highway that discourages all types of vehicles to travel due to safety concerns and travel time. Completing this segment will increase the safety for all vehicles and offer a faster travel route that reduces overall transportation costs, as well as provide significant benefits to the region’s economy.

The selected contractor will craft comprehensive interim and final reports, including case studies, an executive summary, and a one-page fact sheet, that may be used to inform stakeholders about the anticipated qualitative benefits of completing the corridor. The report and fact sheet will build on past findings from the Appalachian Regional Commission’s 2017 ADHS Economic Impact study and the Maryland State Highway Administration (SHA) U.S. 219 Completion Benefit Cost Analysis (BCA) (expected to be completed in November of 2019) by gathering additional stakeholder input, interviewing business leaders and reviewing key data regarding job creation, increased freight activity, transportation improvements, and greater economic impact.

Who May Respond
Any consultant or other organization with appropriate expertise may respond. Parties submitting proposals in response to this RFP are referred to herein individually as “Respondent” or collectively as “Respondents.”

Statement of Work
Results of the study may be used for a potential joint application from the Pennsylvania and Maryland Departments of Transportation to the Infrastructure for Rebuilding America (INFRA) Grant Program, which should remain a consideration throughout the project. Timelines should consider the INFRA application process. That being the case, the respondents should develop a process that will allow pertinent information to be developed first and provide it at least
three (3) weeks prior to the deadline for the application process. Coordination with the DOTs will be imperative. The application deadline is typically in March of each year, but is subject to change with the expected release of the INFRA 2020 Notice of Funding Opportunity.

The suggested responsibilities below may be used as a guide, but ultimately the respondent should develop a proposal that will best meet the inherent intent and purpose of the study:

1. Information Gathering:
   a. Review existing system conditions, data, and usage (being careful not to duplicate the work of the Maryland SHA BCA described below.)
      i. International roughness index (IRI) and overall pavement index (OPI.)
      ii. Crash data.
      iii. INRIX traffic data and vehicular and truck AADT.
      iv. Critical freight corridor designations and functional classification data, including any available data for the newly constructed section of highway south of Somerset Borough.
   b. Review of literature and other planning documents
      i. The Maryland State Highway Administration (SHA) is currently developing a Benefit Cost Analysis (BCA) of the U.S. 219 Project and expects to complete the study in November of 2019. Inclusion of that analysis and coordination with the Maryland SHA is required.
      ii. Additional resources should include but are not limited to Economic Analysis of Completing the Appalachian Development Highway System: Technical Report and the U.S. 219 to I-68 Planning and Environmental Linkages Study. The report should offer an update to the Corridor N portion of the technical report since an 11-mile section of the roadway opened in November 2018.
   c. Stakeholder input
      i. Close coordination with PennDOT and the Maryland SHA is imperative. Coordination with other various local and regional stakeholders is required as well.
   d. Business interviews/case studies
      i. This analysis may include business case studies detailing how a specific business could be improved by the completion of a four lane U.S. Route 219.
   e. Identification of existing projects
      i. Identification of projects, both on and off Corridor N that impact mobility and travel.
      ii. Identification of candidate projects to include in the regional Long Range Transportation Plans (LRTPs.)
      iii. Examine the statewide and regional impact of completing a network of higher roadways including but not limited to ADHS Corridors N and H, the Pennsylvania Turnpike, and Interstates 79 and 80.

2. Provide qualitative analysis regarding economic impact to the region. Consider factors including, but not limited to, business and industry growth potential by sector, job creation, and the overall potential impact.
3. Completion of an interim report at minimum summarizing stakeholder input and business interviews. This should be completed in coordination with Maryland SHA and PennDOT so that the results could be used in an INFRA grant if they choose to apply.

4. Final Report:
   a. This information must be organized and presented to convey findings to federal, state, regional, and local stakeholders.
      i. Prepare an executive summary to comprehensively summarize findings
         1. Summarize the local and regional policy implications.
      ii. Develop a one-page fact sheet (attached to report or standalone) that succinctly summarizes findings and provides adequate project background to be used as an advocacy tool for public officials. The fact sheet should be presented in a visually appealing manner.
      iii. The respondent will provide examples of how this information and the study results can most successfully be presented and communicated.
      iv. The final report may include a story map of the comprehensive analysis.

5. Information sharing, presentation of findings, and technical assistance:
   a. Once the report is finalized, share with appropriate stakeholders and be available to present findings.
   b. Provide technical assistance to incorporate key findings into potential grant applications or other programs and processes.

### Description of the Region

The Southern Alleghenies Region is comprised of six counties (Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset) in south-central Pennsylvania. The majority of the region is rural and forested with a land area of 3,400 square miles and a population of 459,030 (U.S. Census Bureau, Decennial Census Counts, 2010). The one geographic factor linking all counties in the region is the Allegheny Mountain Range of the Appalachian Mountains, with some mountain ridges in each of the six counties. The geography of the region includes a mix of low, rugged, mountain ranges, rolling countryside, and river valleys. Several rivers and creeks run through the region, with the best known being the Juniata River. Raystown Lake, the largest inbound lake in Pennsylvania, is a 30-mile lake with 118 miles of shoreline and is located in the northeast area of the region. The history of the region is linked to coal, steel, railroads, and agriculture. The region maintained numerous mines and huge steel mills during peak periods in those industries. The coal and steel industry in the region declined sharply in the 1980s, with only limited activity in these industries remaining. Currently, all six counties are dominated by the same general industry mix of: health care & social assistance, retail trade, manufacturing, educational services, food service and accommodation, and transportation & warehousing. In general, the Southern Alleghenies Region is a relatively rural region, close to the large Pittsburgh area on the west and not far from the State Capital in Harrisburg on the east. The outer areas of the Washington metro area are only a one-hour drive from parts of the southern end of the Southern Alleghenies Region.
Description of Entities
SAP&DC, a nonprofit corporation that serves six counties in South-Central Pennsylvania, has been determined to be exempt from Federal income tax under Section 501(c)(4) of the Internal Revenue Code. It is governed by a 19-member volunteer Board of Directors. Administrative offices and all records are located at 3 Sheraton Drive, Altoona, PA 16601.

- **SAP&DC**: The Southern Alleghenies Planning & Development Commission (SAP&DC) is a non-profit regional economic and community development organization, serving the Pennsylvania counties of Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset. SAP&DC is governed by a Board of Directors comprised of County Commissioners from each member county and representatives from the private sector. SAP&DC’s mission is “to address human resource development, encourage the creation and retention of jobs, and to improve the quality of life for residents of the Alleghenies.” As a regional planning commission, SAP&DC currently coordinates regional, multi-county transportation, economic development, greenways, and recreation planning through the following plans: Alleghenies Ahead Regional Comprehensive Plan, RPO Long Range Transportation Plan, the Southern Alleghenies Comprehensive Economic Development Strategy (CEDS), and the Southern Alleghenies Greenways and Open Space Network Plan.

SAP&DC is the grantee for the Appalachian Regional Commission (ARC) funds being used for this study. These funds will be awarded to the potential respondent selected by SAP&DC Board of Directors pursuant to this RFP.

Response Information & Estimated Project Timeline
1. **Closing Submission Date**: Responses must be submitted no later than **4:00 PM on November 20, 2019**. It is the responsibility of all Respondents to ensure that SAP&DC receives the proposal by the date and time specified above. Late proposals will not be considered.

2. **Submission Instructions**: Proposals should not exceed ten (10) pages in length and should be typed on 8.5 X 11-inch pages with margins no smaller than one (1) inch. Font size should be no smaller than ten (10) point. Supporting materials can be provided in addition to the scope of work. Proposals should be submitted in pdf format via email to Brandon Peters at bpeters@sapdc.org.

3. **Submissions Assistance**: Questions regarding the RFP will be addressed on the SAP&DC website at [http://www.sapdc.org/about/RFPs](http://www.sapdc.org/about/RFPs). Questions regarding submission instructions may be addressed to:

   Brandon Peters
   Transportation Program Manager
   SAP&DC
   (814)-949-6543
   E-mail: bpeters@sapdc.org
4. **Interview and Selection Date:** The responses will be referred to the Southern Alleghenies Rural Planning Organization’s Rural Transportation Technical Committee (RTTC) and Rural Transportation Coordinating Committee (RTCC) for review. Qualified respondents may be invited to present their proposal on **December 4, 2019**, prior to a scoring process. The committees’ decision will serve as a recommendation of a firm to the SAP&DC Board of Directors, who will select a firm or team of firms via memo vote on **December 6, 2019**.

5. **Anticipated Project Start Date:** SAP&DC anticipates entering into a fully executed contract with the selected firm or team of firms by **December 16, 2019**.

6. **Completion of work:** SAP&DC anticipates the work to be completed by **March 31, 2020**.

**Conditions of Response**
All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the Respondent submitting the proposal and shall not be reimbursed by SAP&DC.

**Right to Reject**
SAP&DC reserves the right to reject any and all responses received in response to this RFP. A contract for the accepted proposal will be based upon the factors described in this RFP.

**Small and/or Minority-Owned Businesses**
Efforts will be made by SAP&DC to utilize small businesses and minority-owned businesses. A Respondent qualifies as a small business firm if it meets the definition of “small business” as established by the Small Business Administration (13 CFR 121.201), by having average annual receipts for the last three fiscal years of less than six million dollars.

**Notice of Decision**
It is expected that a decision selecting the successful Respondent will be made no later than December 6, 2019. Upon conclusion of final negotiations with the successful Respondent, all other Respondents submitting proposals in response to this RFP will be informed, in writing, of the name of the successful Respondent.

**Period of Performance**
The anticipated period of performance for the project is **December 16, 2019**, through **March 31, 2020**.
Contract Information

1. **Type of Contract:** Best value

2. **Period of Performance:** The period of performance for this program will be from December 16, 2019 – March 31, 2020.

3. **Payment:** Payment will be made when SAP&DC has determined that milestones have been completed in the approved scope of work. These milestones and the payment schedule will be negotiated with the selected firm prior to the start of work on the project.

4. **Options:** At the discretion of SAP&DC, this contract can be terminated at any time or extended beyond the specified contract period.

5. **Confidentiality:** The Subcontractor agrees to keep the information related to all contracts in confidence.
II. RESPONSE GUIDELINES

Response Outline

1. Understanding of Work to be Performed: Each Respondent should demonstrate its understanding of why the project is needed and how it will meet SAP&DC’s needs. Respondents should not repeat the Statement of Work, but rather describe how the Respondent will accomplish the tasks defined in the work program within the specified time limits.

2. Service Delivery Process: Each proposal must describe how the Respondent proposes to complete all tasks identified in the Statement of Work of this RFP. The Respondent must also include a timeline that demonstrates the completion of each task within the limits of the specified period of performance. The timeline should include project milestones that details the completion date of each task outlined in the Statement of Work.

3. Organizational Experience/Past Performance: Each Respondent should describe its organization, size (in relation to the proposed services to be performed), and structure. Indicate if appropriate, if the Respondent is a small, minority-owned, or disadvantaged business enterprise (DBE). DBEs are certified by the Pennsylvania Unified Certification Program (PA UCP) in accordance with 49 CFR Part 26. The following information must be obtained from Respondents who maintain DBE status:
   a. Firm name;
   b. Firm address;
   c. Firm’s status as a DBE or non-DBE;
   d. Age of firm; and
   e. Annual gross receipts of the firm. Specifically indicate which gross receipts bracket your firm falls under:
      i. Less than $500,000
      ii. $500,000-$1 million
      iii. $1-$2 million
      iv. $2-$5 million
      v. Greater than $5 million

The Respondent should also describe its prior experience that qualifies the Respondent to fulfill the tasks described in this RFP based on past performance of the same or similar programs. Include all prior experience with similar programs and the operation of programs financed by the Federal/State Government.

4. Staff Qualifications: To achieve the objectives outlined in the proposed scope of work, SAP&DC is seeking a qualified and innovative firm or collaborative team of firms with a demonstrated ability to perform the necessary technical assistance. The selected Respondent must possess demonstrated experience in transportation planning and policy. Familiarity with the Appalachian Development Highway System
(ADHS) is required. Additionally, a demonstrated ability of experience working with one or several of the following entities is required:
- The Appalachian Regional Commission (ARC)
- The Federal Highway Administration (FHWA)
- The Pennsylvania Department of Transportation (PennDOT)
- The Maryland Department of Transportation (MDOT)
- The West Virginia Department of Transportation (WVDOT)

Each Respondent shall identify all personnel that will be assigned to the project, including contact information. Each Respondent shall also describe the relevant qualifications of staff to perform the proposed service, including technical, educational, and experiential background. This section of the proposal should include descriptions of staff team makeup, overall supervision to be exercised, and prior experience of the individual staff team members.

- Statements of qualifications and resumes for project team members with specific mention of related projects including their role, specific knowledge, and experience.
- A list of at least three references and contacts from past or current client relationships involving similar projects.
- Descriptions of example projects that have resulted from the participation of an implementable planning process.
- An organization chart of the project team including identification of project manager, principal in charge, and known sub-consultant/contractor relationships.

5. **Project Budget & Cost Proposal**: All Respondents must submit their total project cost, along with a task-by-task cost breakdown for each of the major tasks defined within the Statement of Work of this RFP. Submitted proposals must reflect a total project cost not to exceed $75,000.
III. RESPONSE EVALUATION

Proposal Contents
All responses must follow the specified format and include all required elements listed in Section II of this RFP.

Ineligible Responses
Proposals may be judged ineligible and removed from further consideration if any of the following occur:
1. The response is not received timely in accordance with the terms of this RFP.
2. The response does not follow the specified format.
3. The response is not adequate for the reviewers to form a judgment that the proposed undertaking would comply with federal and state requirements.
4. The amount of the proposal exceeds the amount of funding available for the project.

Evaluation
Evaluation of each proposal will be based on the following criteria:

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<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Value</th>
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<tbody>
<tr>
<td>• Demonstrated knowledge of the ADHS and its impact on the local economies of communities within the Alleghenies</td>
<td>10</td>
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<tr>
<td>• Demonstrated success in preparing studies or grant applications for projects &gt; $50 million</td>
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<td>• Experience planning for major transportation projects</td>
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<td>• Demonstrated ability of the designated project director and key personnel to carry out the work as outlined</td>
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<td>• Cost relative to the quality of the study proposed</td>
<td>10</td>
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<td>• Demonstrated ability to complete the scope of work within the period of performance</td>
<td>25</td>
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<tr>
<td>• Adequacy of the proposed scope of work</td>
<td>25</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>/100</strong></td>
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