



**CHITTENDEN COUNTY RPC**  
*Communities Planning Together*

## **Chittenden County I-89 2050 Study**

**Request for Proposals**

**November 9, 2018**

**Responses due by Friday, December 7, 2018 at 4:00 pm**

**Send responses to: Eleni Churchill at [echurchill@ccrpcvt.org](mailto:echurchill@ccrpcvt.org)**

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## 1.0 Introduction

Following the initial request for letters of intent and statements of qualifications, the Chittenden County Regional Planning Commission (CCRPC), in collaboration with VTrans, is soliciting proposals directly from four first round respondents chosen by the selection committee.

Chittenden County is home to a little over 37 miles of Interstate 89 which is the only primary interstate highway within Chittenden County. An additional 1.5-mile spur of auxiliary Interstate 189 is accessed via Exit 13. Seven interchanges are within Chittenden County spanning the numbered designations of 11 through 17.

Congestion and safety issues on Interstate 89 have long been a topic of conversation and were last systematically examined in the 1997 [Chittenden County I-89 Corridor Study](#). Proposed new interchanges and multimodal mobility issues at existing ones have been examined over the years and study reports can be found on the [CCRPC Studies and Reports Database](#). Off ramps at Exits 11, 12, 14 and 15 have been expanded via additional lanes. In addition, plans for major improvements at Exits 16 and 17 are currently at various stages of development by VTrans. During the 2018 update to our [ECOS/Metropolitan Transportation Plan](#), it was determined it is time for a fresh look at the Interstate 89 corridor within Chittenden County.

The broad intent of this analysis is to assess the capacity of Interstate 89 (especially through the urban core of the county) and existing interchanges; identify current safety, operational and resiliency issues; assess future needs; develop and evaluate alternatives, including sketch level conceptual plans, that address identified issues for all modes of transportation; examine transportation and land use effects of mainline widening and/or new/expanded interchanges; evaluate climate change effects of alternatives (air quality, energy consumption, etc.); determine asset management/maintenance needs; and develop an implementation plan for interstate and interchange investments. This implementation plan will be developed and considered in the context of the broader 2018 ECOS Plan.

This is envisioned to be a multiyear effort (2 – 3 years) with the participation of a large and diverse group of stakeholders that will be either invited to serve on an advisory committee to provide policy direction for the study or invited to participate in focus groups to provide input on issues and alternatives. This study will also be guided by a technical committee consisting of CCRPC, VTrans, FHWA and municipal staff with a focus on detail-oriented technical issues. The technical committee will likely include 5-10 members and the advisory committee around 20 members.

## 2.0 Submission Requirements

To be considered responsive to this request, all respondents must submit a technical and cost proposal via email to Eleni Churchill ([echurhcill@ccrpcvt.org](mailto:echurhcill@ccrpcvt.org)) by 4:00 pm, December 7, 2018. Proposals received after the deadline will not be accepted. Technical Proposals are limited to 30 pages for the project understanding, scope, team experience, allocation of team member hours for each task, schedule, and public participation plan; with an additional 10 pages allowed for team member resumes. The cost proposal should be emailed as a separate attachment. Questions regarding this request should be directed to Eleni Churchill, Transportation Program Manager at [echurhcill@ccrpcvt.org](mailto:echurhcill@ccrpcvt.org). The CCRPC will maintain a list of questions and answers on the

CCRPC RFP website (<http://www.ccrpcvt.org/rfps/>). Questions will be accepted until November 20th and answers provided by Monday, November 26th.

### **3.0 Technical Proposal**

The Technical Proposal should demonstrate that the consultant understands the intent and scope of the study; the character of the deliverables and services required for their completion; and the specific tasks that must be performed in the course of supplying these services. In addition, consultant qualifications necessary to successfully complete this project should be demonstrated. Please include the following information in the technical proposal:

#### **3.1 Cover Letter & Project Abstract**

This section should summarize the consultant’s overall understanding of the study. It should briefly describe the proposed approach to be taken to achieve study goals and objectives.

#### **3.2 Methodology**

This section should address the overall study goals and specific tasks described in the introductory section of this RFP and the subsequent Scope of Work (SOW) in Section 4. In addition to the stated SOW tasks, consultants are encouraged to propose additional tasks and methodologies that are relevant and might enhance this study. The consultant should provide a detailed description for each proposed task and also describe deliverables and milestones.

#### **3.3 Role of Key Staff, Qualifications and Experience of Consultant Team**

##### **Role of Key Staff**

The consultant should identify key individuals assigned to this study and describe their role and responsibilities in this work. Submit resumes for only those individuals who will participate in the proposed project. Clearly identify the project manager and other key individuals assigned to this project and include their function and/or responsibility along with their level of involvement in this project. Tables indicating estimated labor hours per task as outlined in the SOW should be provided. Include a Gantt chart indicating study timetable and major milestones (meetings and deliverables). This section should also include a staff availability chart. This chart should detail the availability of each staff member based on the percentage of time they will have to devote to this project, taking into consideration their other project commitments.

##### **Project Manager Experience**

The project manager for this study will be overseeing one of the largest studies the CCRPC has undertaken in recent history. They need to be a proven leader capable of coalescing diverse ideas to reach an eventual consensus among various stakeholders on the future of Chittenden County’s Interstate System. It will be important to incorporate understanding and experience in transportation planning and engineering. The ability to break down complicated transportation topics to laypeople is a must. A study of this magnitude will

likely undergo several iterations of alternatives at a macro and micro-level and the project manager needs to be nimble and adapt to these conditions. This section should showcase the project manager's experience, preferably in Vermont, with the above qualities in mind.

## **Team Experience**

This section should detail the proposed consultant team's previous experience of key staff relating specifically to Interstate corridor management and scoping studies. Vermont-specific experience is preferred. Include a listing of all recent work (since 2010) which would indicate relevant experience. This listing shall include a description of the work, the date the work was completed, and project budget. Include information as to whether the project's time schedule and budget were met. Expertise in all aspects of corridor planning and scoping should be highlighted, as well as understanding of transportation/land use relationships, travel demand modeling, traffic analyses, bicycle, pedestrian and public transit issues. The relationship and importance of the studies showcased as they relate to the I-89 Study should be clear.

The consultant shall submit names, addresses, and phone numbers for at least three references familiar with the consultant's ability, experience, and reliability in the performance and management of projects of a similar nature.

## **3.4 Public Participation**

This project will require extensive public outreach and participation to achieve agreement on planned short and long-term investments for Interstate 89 and for new or improved interchanges in Chittenden County. CCRPC staff drafted an Equity Impact Worksheet (see Attachment 1) to provide a starting point for consultants to develop a detailed public participation plan for this study.

The public participation plan should identify the stakeholders and specify, at a minimum, the following:

- Number, format, and timing of Advisory Committee and Technical Committee meetings.
- Number and description of public work sessions and meetings that could be used as means to gather input from and disseminate information to area residents, businesses, institutions and other stakeholders.
- Identify any underrepresented populations within the study area(s) (including people/households with limited English proficiency, people of color, people with disabilities, low-income households, and New Americans) and develop a plan to reach out to these stakeholders to receive input on issues and alternatives to address issues of environmental justice.
- Methods to manage the flow and exchange of information among the committees, various stakeholders and the public interested in this project.
- Propose innovative ways to receive public input.

## 4.0 Scope of Work

The Scope of Work (SOW) has been developed to provide guidance on the development of a long range corridor plan that will include project definition of specific interchange areas and/or segments of I-89. Consultants should feel free to propose additional tasks as necessary.

For each task, please describe activities and deliverables as well as the integration of the Public Participation Plan elements such as public meetings, advisory and technical committee meetings, focus groups, and others.

### 4.1 Establish Study Goals

The consultant should work with study committees to define the goals of this effort as well as study area boundaries. Broadly speaking these would incorporate topics such as:

- Safety and incident response
- System resiliency (e.g., alternate routes, network vulnerability)
- Maintenance needs
- Traffic congestion and delay
- Transit usage
- Bicyclist and pedestrian crossings at interchanges
- Role of technology
- Environmental and cultural resources
- Air quality and energy use
- Environmental justice

### 4.2 Analyze Current Conditions and Performance

Building upon the most recent 2018 ECOS Metropolitan Transportation Plan (MTP) work, the consultant should analyze current conditions within the study area and areas of influence including but not limited to:

- Current land uses and traffic generators/attractors in the study area
- Infrastructure – Interstate sections, interchanges, bridges, and adjacent arterials
- Asset management – Current conditions of bridges, culverts, and pavements/road base
- Facility utilization and travel patterns – Traffic volumes, freight movements, public transit usage
- Safety – Analysis of crash data and patterns at high crash locations within the study area
- Environment – Stormwater, wildlife barriers/crossings, flood resilience, greenhouse gas emissions and energy consumption
- Performance – Capacity analyses of mainline I-89 and interchange areas. Development of microsimulation model(s) for interchange areas under consideration.
- Planned/funded/programmed projects on the Interstate or that affect access to/from the Interstate

### 4.3 Analyze No-Build Future Conditions and Performance

Under this task the consultant will conduct analyses, using quantitative and qualitative methods, to evaluate asset and transportation performance conditions for 2035 and 2050 time horizons.

As stated at the introductory section, this study was conceived during the recently completed update to our 2018 ECOS/MTP. Our regional travel demand model was heavily utilized throughout the MTP process to compare different interchange scenarios and a third lane on the Interstate between Exits 14 and 15. This included new interchanges or expansions of existing ones. The results of these will be used as a starting point for this study. For additional, yet-to-be-developed alternatives, the regional travel demand model should be used as a starting place to understand major regional shifts in travel demand and traffic before embarking on finer analyses.

### 4.4 Establish Future Vision, Goals, and Objectives

Work closely with the committees, stakeholders and the public to develop a concise statement that describes the future vision of the I-89 corridor in Chittenden County. Establish goals that lay out desired long-range outcomes to be achieved by the I-89 Study. If appropriate, develop a set of more specific measurable objectives and indicators that back up the vision and goals. Goals and objectives should address issues that are important to all Interstate users such as those identified in section 4.1.

### 4.5 Identify, Develop, Evaluate, and Prioritize Strategies

Over the past decade or so, countywide employment growth has outpaced population growth and thus the percentage of commuter traffic coming into the county from outside Chittenden County has increased. According to our 2017 demographic forecasts found [here](#), this trend is expected to continue. A significant concern has been the potential land-use impacts of increases in Interstate capacity and/or access. This pertains to inside and outside of Chittenden County. How capacity and/or access improvements may impact land-use growth in Franklin and Grand Isle Counties to the north and Washington County to the south should be investigated. The consultant should recommend ways to evaluate land use impacts since the CCRPC's regional travel demand model does not have the built-in capability to quantify the potential land-use impacts of Interstate access or capacity expansion.

Work closely with the committees to identify and develop a set of strategies/alternatives that address issues in the corridor. Strategies could include sketch-level conceptual plans for any physical improvements to I-89 segments and/or interchange areas, operational transit improvements, ITS and emergency management improvements, and others. Evaluate strategies using quantitative and qualitative methodologies. Examine interchange access improvements throughout the corridor using microsimulation models supplemented by regional model outputs. There will likely be several iterations and combinations of alternatives to understand how different improvements interact with one another.

Develop a set of screening criteria and thresholds to select strategies that help realize the corridor's vision, goals and objectives. Document which strategies are being moved forward, those that are being eliminated

from consideration, and why. Determine what time frame (2035 or 2050) strategies will be needed to help realize the corridor’s vision and goals.

#### **4.6 Develop Implementation Plan & Define Areas for further Scoping**

The implementation plan will include a description of each recommended strategy; identify possible monitoring activities, action triggers and responses; list the responsible agencies/departments for monitoring and implementing specific strategies; propose a time horizon for implementation of strategies; and identify areas for further scoping/project definition.

The implementation plan is intended to be a living document that will be updated based on outcomes of future scoping efforts and implemented improvements.

#### **4.7 Scoping/Project Definition**

It is anticipated that the implementation plan will select specific interchange areas and/or segments of I-89 to move directly into scoping/project definition. These scoping studies will be done through separate amendments under this contract with the selected consultant. Project scopes will be developed through collaborative work between the project committees and consultant.

### **5.0 Proposal Evaluation and Consultant Selection**

#### **5.1 Evaluation Process**

Responses to this request will be evaluated by a selection committee consisting of staff from CCRPC, VTrans, and representatives from the CCRPC’s Transportation Advisory Committee (TAC).

All responses will be evaluated against the mandatory requirements outlined in Section 2.0 in an initial review process. Proposals that fail to comply with the requirements may be rejected and not considered further in the evaluation process.

#### **5.2 Proposal Scoring**

Responses will be scored using a predetermined point methodology for each of the factors below for a total of 100 points.

- Cover Letter, Project Abstract & Methodology/SOW – 50 points
- Public Participation Plan – 20 points
- Project Manager Experience – 15 points
- Team Experience – 15 points

Once the technical proposals have been reviewed and scored, the cost proposal information will be reviewed by the selection committee for consistency with, and in light of, the evaluation of the technical proposal. The proposed project cost will be a consideration in the selection. Specific attention will be given to the

commitment implied for key staff and the overall labor effort proposed, and their relationship to the estimated project cost.

### **5.3 Interviews and Presentations**

The CCRPC reserves the right to invite top-ranked consultants for interviews prior to awarding the contract. In this process, the review committee may ask the respondents to give an oral presentation of their respective proposals. The purpose of this oral presentation is to provide the opportunity for an in-depth discussion between the consultant team and the selection committee of the proposed scope of work, consultant team qualifications, and experience in performing similar services. The interview and presentation are merely to present facts and explanation to the review committee but not to negotiate any terms of the contract or selection process. The interview and presentation, if deemed necessary, will be held at the CCRPC offices in Winooski, Vermont. Top-ranked consultants will be notified at least two (2) weeks prior to the meeting. Interviews will be scheduled between January 3rd and January 11th, 2019. All costs and expenses incurred in traveling for the purpose of interview and presentation will be the sole responsibility of the consultant.

### **5.4 Additional Information**

All responses become the property of the CCRPC upon submission. The cost of preparing and submitting a response is at the sole expense of the consultant.

The CCRPC reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel the request in part or in its entirety if it is in the best interest of the CCRPC.

## **6.0 General Terms and Conditions**

### **6.1 Confidentiality**

The successful response/proposal will become part of the contract file and will become a matter of public record, as will all other responses. In case a consultant includes any material that is considered to be proprietary and confidential under 1 VSA, Chapter 5, the consultant shall clearly designate the material as such, explaining why such material should be considered confidential. Under no circumstances can the entire response or cost proposal be marked confidential. Proposals so marked will not be considered.

### **6.2 Cost Proposal Requirements and Contract Type**

Submit cost proposals as a separate email attachment. This is a multi-year project (2-3 years). Available funding for this first fiscal year is \$150,000. Additional funding for subsequent fiscal years will be dependent upon the total cost of the effort. The cost proposal shall include the following, listing the prime consultant and any sub-consultants separately:

- A firm fixed price and assigned personnel hours for the completion of each task, including public participation, as detailed in the SOW. Please provide the same information for each additional task proposed.
- A schedule of direct labor hours, direct labor cost per class of labor, overhead rate and fee for each study task.

A contract entered into as a result of this RFP, will be cost reimbursable and deliverable-based. The consultant will be reimbursed upon successful completion of each task and acceptance of each deliverable by the project manager. However, the CCRPC is willing to reimburse the selected consultant on a monthly (or other) payment schedule based on the percent of task(s) completed. Direct costs for meals, travel and lodging will be considered part of the firm fixed price.

The CCRPC may undertake negotiations with the lead consultant that emerges through the evaluation process.

### **6.3 Project Policies, Guidelines and Methodologies**

The consultant shall comply with all applicable state and federal laws, regulations, policies, design standards and guidelines for Interstate Highway planning and engineering as adopted by FHWA. It is the responsibility of the consultant to ensure adherence and to remain abreast of new or revised state and FHWA regulations, policies, standards and guidelines affecting project execution.

### **6.4 Non-Discrimination and Title VI**

The consultant shall comply with the provisions of the Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and subsequent related acts, and all other federal statutory laws which provide in whole or in part that no person or entity on the grounds of race, color, national origin, sex, physical disability, or veteran status be excluded from participation in, be denied the benefits of, or be otherwise discriminated under the State, Federal and USDOT assisted contracts, programs and activities.

**Chittenden County I-89 2050 Study**  
**Draft Public Participation Plan & Equity Impact Worksheet**  
**Attachment 1**

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**1. WHAT IS THE PURPOSE OF YOUR ENGAGEMENT?**

At the beginning of the study, the purpose is to inform everyone that we’re starting the evaluation of I-89 in Chittenden County and to create general awareness. Throughout the study, we’ll be releasing a variety of information and asking for comments on work conducted and at important milestones during the study. There will be public meetings throughout, and general feedback will be sought regarding what the study team creates. To the degree possible, comments and feedback will be incorporated as the study progresses.

**2. STAKEHOLDERS: WHO IS POTENTIALLY IMPACTED BY THIS PROJECT?**

This project is broad, and virtually everyone is a stakeholder. We will be looking to the municipalities and some organizations to help identify and communicate with stakeholders throughout, particularly groups or neighborhoods that may require additional outreach. There will be an advisory committee. Some municipalities will require more outreach than others along the way because of where potential new interchanges/upgrades are located. Neighboring RPCs will be part of this effort as well (specifically Central Vermont or Northwest).

Technical Committee (5-10 people): FHWA, VTrans (technical and management staff), CCRPC, and TAC representatives.

Advisory Committee (around 20 people):

- Municipalities
- VTrans
- CLF & VNRC
- ANR & ACCD
- Green Mountain Transit & Local Motion
- GBIC & Chamber of Commerce (LCRCC)
- BTV
- Neighboring RPCs (NRPC & CVRPC)

Focus Groups: Vermont State Police, DMV, State senators and Representatives, Rail (VRS & NEC), UVM/Colleges, UVM Medical Center.

**3. WHAT STRATEGIES AND TOOLS WILL YOU USE TO ENSURE YOU HAVE INFORMATION FROM AND RESEARCH ABOUT THE RELEVANT GROUPS AND COMMUNITIES?**

The project team will look closely at the existing data and demographics of the overall study area, including race/ethnicity, income level and limited English proficiency. The Environmental Justice component of this study will be critical.

#### 4. HOW WILL YOU EFFECTIVELY REACH ALL OF YOUR AUDIENCES?

There will be an Advisory Committee that will explore many options, including how to engage traditionally underrepresented and underserved populations (New American, youth, aging, limited English proficiency, and low income). Existing community events, organizations with existing relationships, peer groups like RISPNet, and much more will be considered. Some non-traditional methods to reach audiences include paper surveys, computer surveys at library (and staffed assistance for those who need help filling it out), Front Porch Forum, and more.

#### 5. WHAT ARE THE POTENTIAL BARRIERS AND RISKS TO DOING THIS WORK?

Throughout the project there will be a clear effort to have an open communication channel with all who are involved. As the project gets down to the neighborhood level, this will be looked at more closely as demographic, community, location-specific and other information is considered. One question: What are some unintended consequences if the project is completed *as specified*? For example, what does this do in terms of our ECOS goals of trying to get people to live and work in Chittenden County? By creating an easier way to travel the Interstate, are we enticing more people to live outside of the county? A related issue is how best to communicate this study to the public, and to convey the overall impact.

#### 6. IF THERE ARE DECISIONS TO BE MADE, HOW DOES COMMUNITY PARTICIPATION FIT INTO THE OVERALL DECISION-MAKING PROCESS?

Community members will be able to provide feedback at various stages of the study through various means, including: public meetings, surveys, comments posted on the project web page, and other public outreach events. They can also provide feedback directly to their respective municipalities, who can help filter it for inclusion in the study. Municipalities can assist with this to ensure input is captured and incorporated.

#### 7. HOW WILL YOU INFORM THE COMMUNITY OF BENCHMARKS OR PROGRESS THROUGHOUT THE PROCESS?

A stakeholder list will be created, which will allow mass emails to be sent to everyone who wants to be involved. Individuals will have many opportunities to join this list. Public meetings, the project website, Front Porch Forum, marketing materials, fact sheets and other tools will be crucial in keeping the community informed throughout.

#### 8. HOW WILL YOU EVALUATE THE SUCCESS OF YOUR PUBLIC PARTICIPATION PLAN, BOTH IN TERMS OF PROCESSES AND OUTCOMES?

The study team will work to ensure stakeholders are well-informed throughout and have multiple opportunities to provide feedback. Diverse attendance at public meetings, broad survey participation, and keeping an up-to-date website will be monitored closely throughout.