



# City of Kingman

310 NORTH FOURTH STREET • KINGMAN • ARIZONA • 86401 • 928.753.5561  
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## **CITY OF KINGMAN** **REQUEST FOR QUALIFICATIONS** **TRANSPORTATION MASTER PLAN** **PW21-0014**

**ISSUED BY: THE CITY OF KINGMAN, 310 N. FOURTH ST., KINGMAN, ARIZONA**

**ISSUE DATE: August 4, 2021**

**PUBLISH DATE: August 8, 2021**

**2<sup>ND</sup> PUBLISH DATE: August 15, 2021**

**TO: POTENTIAL BIDDERS**

**Project Description:** The City of Kingman (City) is seeking a qualified consulting firm or team to provide a TRANSPORTATION MASTER PLAN for Kingman, Arizona. All qualified firms are invited to submit their Statement of Qualifications (SOQ). All SOQ's must comply with the requirements specified in this Request for Qualifications (RFQ).

There is not an expressed or implied obligation for the City of Kingman to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

The goals of the TRANSPORTATION MASTER PLAN are to:

- address 5-year (short-range), 10-year (mid-range), and 20-year (long-range) transportation plans
- update inventory of existing conditions to account for recent improvements, development plans, and changes in socioeconomic data
- collect and analyze new volume data, accident information, and geometric conditions in order to document existing deficiencies
- update the current transportation model using the latest population and employments information and the current street system
- refine and expand the modeling network and zone system as appropriate to incorporate the new study area
- use the TransCAD travel-forecasting model to project future travel demand for the years 2025, 2030, and 2040
- evaluate the performance of the system for each of the horizon years and document the future deficiencies
- develop a set of alternative actions to address the existing and future deficiencies as well as any special topics identified by the project stakeholders
- provide implementation recommendations
- explore creative financing opportunities to fund recommended improvements



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- document the results of the study and the recommendations in a “reader-friendly” report and Executive Summary

Firms interested in the above project should submit a SOQ clearly identifying this project on the cover of the SOQ which includes:

- a one-page cover letter plus a maximum length of twelve pages to address the SOQ criteria (excluding resumes but including organization chart).
- Resumes for each key team member shall be limited to a maximum length of two pages and should be attached as an appendix to the SOQ.
- One original plus (stamped “ORIGINAL”) and Six (6) copies (a total of seven documents) of the SOQ by **4:00 P.M. on August 25, 2021.**
- A thumb drive with PDF files of the SOQ.

The City of Kingman will accept sealed SOQ’s at: **City Clerk’s Office 310 North Fourth Street Kingman, AZ 86401** until **4:00 PM** Local Time on **August 25, 2021.** SOQ’s will be opened at that time. Any proposal received after 12:00 P.M. on the above stated date will be returned unopened.

The full and complete request for qualifications may be obtained from:

**City of Kingman Public Works Department**  
**3700 E. Andy Devine Avenue**  
**Kingman, AZ 86409**

The RFQ package can be downloaded from the City of Kingman website. Contact Andy Bullock, Project Manager (928) 565-1424, or email [abullock@cityofkingman.gov](mailto:abullock@cityofkingman.gov).

The following tentative schedule has been prepared for this project:

Pre-submittal Meeting	<u>August 19, 2021 @ 9:00 A.M. via ZOOM</u>
SOQ submittal date	<u>August 25, 2021 @ 4:00 P.M.</u>
Firms notified of selection	<u>by September 10, 2021</u>

The City of Kingman reserves the right to reject any or all SOQs, to waive any informality or irregularity in any SOQ received, and to be the sole judge of the merits of the respective SOQs received.

The City of Kingman reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposal, unless clearly and specifically noted in the proposal submitted, and confirmed in the contract between the City of Kingman and the firm selected.

**The City reserves the right to reject any and all SOQs.**