

Request for Qualifications

City of Canton, Ohio
Purchasing Department
218 Cleveland Ave. SW, 4th floor
Canton, Ohio 44702

Engineering Design Services – Safety Action Plan GP 1426

Item/Project

Engineering Department

Responsible Department

Wednesday, July 24, 2024 at 4:00 PM local time

Proposals Due By

Proposal Submitted By:

Company Name

Street Address

City

State

Zip

Contact Person

Phone No.

Email Address

Overview

The City of Canton intends to contract for engineering services to develop a Safety Action Plan. The City has received federal funding through the Safe Streets and Roads for All (SS4A) program to develop a comprehensive Safety Action Plan (SAP) supporting the Towards Zero Deaths initiative. This process will provide an opportunity to document the policies and procedures already in place, incorporate industry best practices, and set a framework for the implementation of the Safety Action Plan.

Project Description

Project Name: Safety Action Plan GP 1426

Professional Services Needed

The scope of services may include, but not limited to:

- ▶ The development of the Safety Action Plan will be guided by a group of stakeholders representing diverse interests in the transportation system. A Safety Action Plan Committee will be selected and is anticipated to include representatives from the City of Canton (City), City council, public information, safety services, health and human services, office of emergency management and homeland security, other City departments, City parks, the Stark Area Regional Transit Authority (SARTA), the Stark County Area Transportation Study (SCATS), Ohio Department of Transportation (ODOT), public school systems, universities, advocate groups, and/or key businesses. This Committee will be tasked with oversight on the development, implementation, and continued monitoring of the Safety Action Plan. The development of a comprehensive Safety Action Plan will include a review of other agencies' plans and policies to identify successful components for additional consideration.
- ▶ Historical Crash Data will be a key component of the analysis portion of the Safety Action Plan. Developing and implementing a method for systemwide analysis will provide identification guidance for locations that may warrant additional investigation. This data-driven analysis will identify existing crash patterns and historical trends, allowing crash history to be considered alongside other Safety Action Plan goals.
- ▶ Engagement and collaboration with the general public, private sector, community groups, and residents will facilitate public education, collaboration, and incorporation of the Safety Action Plan into the larger community planning goals. This engagement is critical where overlapping jurisdictions will benefit from planning initiative and policy consistency.
- ▶ Since a disproportionate amount of non-motorized crashes often affect historically disadvantaged communities of people, equity and inclusion of all communities will be a key principle of the Safety Action Plan process and recommendations. This prioritization, along with incorporating non-motorized crash data into the evaluation process, will help address equity issues in the system will help ensure that everyone shares equally in reductions in the number and severity of traffic crashes
- ▶ The Safety Action Plan will assess current policies, plans, guidelines, and standards to identify opportunities to improve how processes prioritize transportation safety. Recommendations will cover education and training, enforcement, traffic incident management, and law, policy, & advocacy initiatives.

- ▼ The Safety Action Plan will also develop engineering recommendations for initiatives and projects. The plan will identify priority locations for further analysis with the goal of identifying proposed safety countermeasures and potential network improvements. Prioritization of these projects will require analysis of potential solutions.

- ▼ Once recommendations and preferred alternatives are identified, the SAP will prioritize projects and initiatives to maximize the safety improvement potential of available funding sources.

Deliverables:

This proposal includes the following deliverables:

- ▼ Technical review of City of Canton policies and industry best practices
- ▼ Safety Action Plan
 - Safety Action Plan Goal Statement
 - Leadership Commitment Statement
 - Planning Structure Documentation
 - Safety Data Review Structure and Crash Pattern Prioritization
 - Engagement Plan Documentation
 - Project Website Plan
 - 3 Engagement and Outreach Meetings
 - Equity Considerations Plan Documentation
 - Policy Documentation and Recommendations
 - Documentation of High-Risk Location identification and review procedures
 - Documentation of Priority Location identification and review procedures
 - Documentation of Project Selection and Prioritization process
- ▼ Project Website Launch

Location/Limits

The proposed project is the extents of the City of Canton's corporation limits

Funding – Funding for design of this project is U.S. Department of Transportation and local funds

Questions

Please direct all questions regarding this request for qualifications in writing by **Wednesday, July 17, 2024 at 4:00 PM.**

Questions may be submitted via the Vendor Registry sourcing tool or to:
purchasing@cantonohio.gov

Statement of Qualifications

Qualifications will be ranked based on the following information:

Firm's Background (10 Points)

- Information regarding the firm's history
- Types of services offered by the firm
- Information regarding the firm's available equipment and facilities

Similar Project Experience (25 Points)

- The firm's experience with similar projects, including at least three (3) examples of completed projects of a similar nature and scope

Past Project Performance (10 Points)

- Previous work performed for the City of Canton,
- Past project performance with regard to quality of work, experience with regulatory procedures and policies
- References

Project Team (25 Points)

- Education and experience of owners and key technical personnel who will be assigned this project. Project teams shall identify the proposed project manager, individuals anticipated to perform the work, and other in-house capabilities appropriate for this kind of work. Identification of possible outside sub-consultants shall be included.
- The technical expertise of the firm's current staff
- Current projects underway and availability of staff

Submittal Presentation (5 Points)

- Overall appearance and quality of the submittal.

Workload/Availability (10 Points)

- Current projects underway and availability of staff

Technical Approach – A Technical Approach is not required at this time. A written technical approach and/or a technical presentation may be requested of the short-listed firms following the review of the SOQ's submitted.

Deadline and Submission Procedures

The submission must not exceed 25 single-sided (8.5" x 11"), numbered pages that are double-spaced with a 12-point font, including attachments. The cover page will not count towards the total number of pages, but all others will. The submission must also be in PDF format or alternate formats that are easily readable using Microsoft Word. The qualification submission must provide adequate information needed to rank the capability of a firm on each of the preceding categories. The City may short list firms based on any combination of categories noted above. The City reserves the right to require an oral technical presentation to aid in the ranking process.

Firms interested in being considered for this design work must provide a statement of qualifications by **4:00 P.M. on Wednesday, July 24, 2024.** Statements received after this deadline will not be considered.

Electronic copies of your statement of qualifications must be submitted via the City's sourcing tool, Vendor Registry. Vendor Registry is free for your use with City sourcing events (<https://www.cantonohio.gov/448/Purchasing-Procurement>).

Evaluation and Next Steps

Responding firms will be evaluated and ranked pursuant to Ohio Revised Code Sections 153.65-153.73 based on the above criteria. The City will then commence fee and contract negotiations with the selected firm most qualified to perform the services for each separate project as described above. The final scope of engineering services will also be established during these negotiations.

The City of Canton reserves the right to reject any and all proposals and to accept the proposal deemed most beneficial to the City of Canton.

**By order of the Director of Public Service
John M. Highman, Jr.**

**Published in The Repository
July 5, 2024 and July 12, 2024**