

Park City Municipal Corporation

REQUEST FOR PROPOSALS FOR

*Transportation Professional Services
PCMR Transit Hub & Parking Garage – Conceptual
Scope & Location*

NOTICE
REQUEST FOR PROPOSALS

*Transportation Professional Services
PCMR Transit Hub & Parking Garage – Conceptual Scope & Location*

PROPOSALS DUE: March 30, 2012, 4:00 PM

PROJECT NAME: PCMR Transit Hub & Parking Garage – Conceptual Scope & Location

RFP AVAILABLE: www.parkcity.org

PROJECT LOCATION: Base of Park City Mountain Resort (PCMR), Park City, UT

PROJECT DESCRIPTION: Park City Municipal Corporation (PCMC) intends to explore long term transit needs at the base of PCMR which may be incorporated into a project to construct a major parking garage and transit hub at the base of the Resort. PCMC seeks conceptual recommendations on size and location of a transit hub including recommendation on circulation and transit programming in the immediate vicinity of the project.

PROJECT DEADLINE: November 2012

OWNER: Park City Municipal Corporation
P.O. Box 1480
Park City, UT 84060

CONTACT: *Jonathan Weidenhamer*
jweidenhamer@parkcity.org
All questions shall be submitted in writing no later than
March 27, 2012

Park City reserves the right to reject any or all proposals received. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.

I. Introduction

PCMC intends to explore long term transit needs at the base of PCMR. PCMR intends to build a major parking garage at the base of the Resort. PCMC seeks conceptual recommendations on size and location of a transit hub including recommendation on circulation and transit programming in the immediate vicinity of the project.

II. Scope of Project

Park City Municipal Corporation (PCMC) seeks proposals from transportation planning consultants to provide the following scope:

- Kickoff Meetings – One with city staff, one including PCMR and other consultants. Discussion of development goals, parking strategies, circulation issues, transit needs, coordination with other planning processes (Treasure Hill, 224 corridor study);
- Transit Programming – Review of transit plans and operations in order to identify a necessary number of bus bays and floor area of passenger waiting/loading area, both for existing and for a long term (20 year) horizon. Review of development proposals to evaluate potential changes in ridership generation in the base area. Prepare a memo documenting findings for review and comment;
- Conceptual Layout of Transit Center and Parking Structure – Using the program from the previous task, develop 3 to 5 scenarios for layout of the transit center, parking facilities, and also showing development pads. These also may include options for changes in ski area access, such as shifting more access to an expanded portal in the First Time/Silver King area. Preparation of a memo presenting the pros and cons of each;
- Circulation Planning –Develop and evaluate a series of circulation alternatives for the general base area (Empire Avenue, Manor Way, Lowell Avenue, Silver King Drive, Shadow Ridge Road). This may include provision of roundabouts, and/or conversion to one-way streets. Conduct Level of Service analyses, used to identify roadway and intersection configurations. Memo would be prepared presenting pros and cons;
- Review Meeting – Present to PCMC/PCMR staff, and facilitate discussion on the overall preferred alternatives;
- Preparation of Draft Report – Packaging the memos, and reflecting input/direction from staff;
- Public presentations – up to 2 presentations to Planning Commission and/or City Council;
- Preparation of Final Report – Reflecting public input.

III. Funding

The funding for the project is expected to be within \$20,000 - \$35,000 and will come from both Transit and Redevelopment Authority Funds.

IV. Content of Proposal

Proposals will be evaluated on the criteria listed below. Price may not be the sole deciding factor. Proposals shall be limited to 5 pages. Consultants for this project will be selected based on:

- Relevant experience in public transit, transportation, and traffic planning;
- Proposed team experience with Park City's Transit system or similar system;
- Experience in resort communities;
- The nature and extent of requested changes to our standard contract (see Section VI);
- Cost.

Park City Municipal Corporation reserves the right to reject any and all proposals for any reason. Proposals lacking required information will not be considered. All submittals shall be public records in accordance with government records regulations ("GRAMA") unless otherwise designated by the applicant pursuant to UCA §63G-2-309, as amended. The award of contract is subject to approval by City Council.

V. Selection Process

Proposals will be evaluated on the factors listed in Section IV, Content of Proposal, above.

The selection process will proceed on the following schedule:

- A. Proposals will be received via email prior to 4:00pm on March 30, 2012.
- C. Proposals will be opened at 4:00pm on March 30, 2012.
- D. It is anticipated that staff will choose the preferred consultant contract by April 6, 2012.

VI. Park City Municipal Standard Service Provider Agreement

The successful proposal will be required to enter into Park City's Professional Service Agreement, in its current form, with the City. A draft of the Agreement is attached to this RFP. Any substitute changes must be put forth as part of the proposal.

VII. Information to be submitted

To be considered, 1 copy of the proposal must be received via email to jweidenhamer@parkcity.org no later than 4:00 pm March 30, 2012.

VIII. Preparation of Proposals

A. Failure to Read. Failure to Read the Request for Proposal and these instructions will be at the offeror's own risk.

B. Cost of Developing Proposals. All costs related to the preparation of the proposals and any related activities are the sole responsibility of the offeror. The City assumes no liability for any costs incurred by offerors throughout the entire selection process.

C. If there is a conflict between the written and numerical amount of the proposal, the numerical amount shall supersede.

IX. Proposal Information

A. Equal Opportunity. The City will make every effort to ensure that all offerors are treated fairly and equally throughout the entire advertisement, review and selection process. The procedures established herein are designed to give all parties reasonable access to the same basic information. Park City's policy, subject to federal, state and local procurement laws, is to provide reasonable attempts to support Park City businesses by purchasing goods and services through local vendors and service providers.

B. Procurement Policy. It is Park City Municipal Corporation's policy, subject to Federal and State and local procurement laws, to make reasonable attempts to support Park City businesses by purchasing goods and services through local vendors and service providers. Local proposals that are within 5% of the low proposal will be extended the opportunity to meet the low proposal. If they do so within 48 hours, they will enter negotiations first.

C. Proposal Ownership. All proposals, including attachments, supplementary materials, addenda, etc., shall become the property of the City and will not be returned to the offeror.

D. Rejection of Proposals. The City reserves the right to reject any or all proposals received. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.

No proposal shall be accepted from, or contract awarded to, any person, firm or corporation that is in arrears to the City, upon debt or contract or that is a defaulter, as surety or otherwise, upon any obligation to the City, or that may be deemed irresponsible or unreliable by the City. Offerors may be required to submit satisfactory evidence that they have the necessary financial resources to perform and complete the work outlined in this RFP.