



## State Route 32 Corridor and City Centers Plan Request for Proposals from Consultant Pool

The Mountainland Association of Governments (MAG) requests proposals from select consultants to complete a State Route 32 Corridor and City Centers Plan. All inquiries regarding this request should be directed to:

**Shauna Mecham, Community Planning**  
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**smecham@magutm n. Mmm mmm o ah.gov**

<b>Date of request</b>	June 28, 2024
<b>Pre-Proposal Conference (Optional)</b>	12:00 PM, July 11, 2024, <a href="#">zoom</a> . Participation is not required to submit a proposal.
<b>Submittal Deadline</b>	<b>Friday, July 26 2024, 6:00 pm</b>
<b>Scope and Schedule</b>	Technical consultant services are requested to assist the cities of Oakley, Kamas, Francis, Summit County, and UDOT in establishing a shared vision for the State Route 32 (SR 32) corridor with accompanying city center plans.
<b>Budget</b>	\$150,000
<b>Consultant Firms Invited:</b>	Arcadis, Consor, Design Workshop, DTRedevelopment, Fehr &Peers, Parametrix, SE Group, Township + Range, WCG
<b>Submittal Instructions</b>	Consultant firms invited to respond to this request should submit a statement of qualifications in PDF format to the MAG Project Manager via email. See Attachment B for required content and formatting.
<b>Selection Process and Scoring Criteria</b>	See Attachment C.

MAG reserves the sole right, without incurring any liability, to change any aspect of the proposed procurement described above, including the right to not proceed with the procurement and/or the right to proceed in a different manner or on a different timeline than as described herein.

## Attachment A: Project Description

### PROJECT BACKGROUND AND OBJECTIVES:

Along the State Route 32 corridor in eastern Summit County, Utah, population growth and ongoing roadway improvements require coordination between UDOT, Summit County, and local cities to ensure long term traffic operations, safety for all users, context sensitive design, and land use coordination.

Technical consultant services are requested to assist the cities of Oakley, Kamas, Francis, Summit County, and UDOT in establishing a shared vision for the State Route 32 (SR 32) corridor with accompanying city center plans.

### PROJECT AREA:

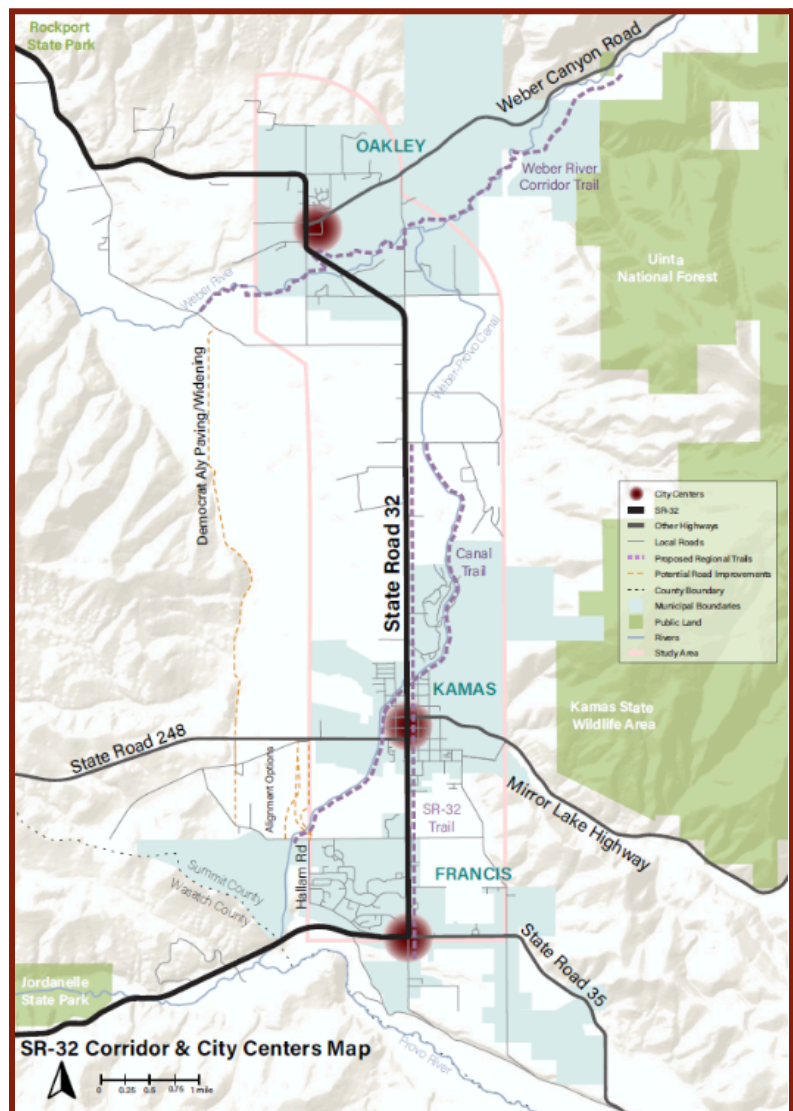
The geographic scope of the plan includes the SR 32 corridor between the cities of Oakley and Francis, and the city centers of Oakley, Kamas, and Francis. The surrounding area will also be considered to the extent that current and future development may impact the corridor, and to the extent that parallel corridors may help maintain long-term traffic operations on SR 32. See the area outlined in pink below.

### PAST RELATED WORK:

- [Oakley City General Plan](#)
- [Francis City General Plan](#)
- [Kamas City General Plan](#)
- [Summit County General Plan](#)
- [Summit County Vision and Strategic Plan](#)
- MAG Community Profiles for [Oakley](#), [Kamas](#), and [Francis](#)

### CURRENT PLANNING EFFORTS:

- [Eastern Summit County General Plan Update](#)



**PROJECT SCOPE AND DELIVERABLES:**

Task	Deliverables
<b>TASK 1: Project Kick-Off and Management</b>	
<p><b>1.1 - Project Kick-Off</b> Organize and lead a Project Kick-off Meeting between the cities of Oakley, Kamas, Francis, UDOT, MAG, Summit County, and the consultant team to discuss and clarify project objectives and deliverables, administrative processes, and communication protocols.</p>	<ul style="list-style-type: none"> <li>• Agendas and meeting minutes</li> </ul>
<p><b>1.2 - Project Management Meetings</b> The consultant shall arrange and lead a regular schedule of bi-weekly project management meetings with project partners (Oakley, Kamas, Francis, Summit County, UDOT, and MAG).</p>	
<b>TASK 2: Setting the Stage</b>	
<p><b>2.1 - Existing/Forecast Conditions and Best Practices</b> With support from project partners, the Consultant will gather and assess applicable local, regional, and state plans, studies, and data. The Consultant will identify and fill gaps where reasonable with available data and partner interviews. This assessment will include a summary of findings and key data points relevant to the planning process, including:</p> <ul style="list-style-type: none"> <li>• Transportation - i.e., multimodal infrastructure, speed analysis, current and forecasted travel demand (including seasonal fluctuations), state of good repair, traffic operations, corridor access points, safety/accident history, trip origin and destination, right-of-ways, and other data/information as appropriate. Findings should include data, tables, photographs, and other exhibits and content needed to effectively understand and communicate conditions, as well as to support local governments in pursuing discretionary transportation funding opportunities.</li> <li>• Land use - i.e., existing development, zoning, utility corridors, and an inventory of sites with a propensity for infill or redevelopment (i.e. vacant and underutilized properties)</li> <li>• High-Level Economic - i.e., market leakage/capture report and define potential business sectors supported in South Summit by population, demographic, and tourism trends.</li> </ul> <p>In addition, the Consultant will also provide a summary of best practices in approaches for main-street-as-state highways communities. This should be presented in a matrix or other format designed to help project partners understand the different variables, options, and tools the local governments and UDOT might consider during the planning process.</p>	<ul style="list-style-type: none"> <li>• Technical Memo documenting existing conditions and preliminary findings.</li> <li>• Summary of best practices and tools for Main-Street-as-State-Highway communities</li> </ul>

<b>TASK 3: Visioning and Planning Process</b>	
<p><b>3.1 - Stakeholder and Community Engagement Plan</b>  The Consultant will develop a draft and final stakeholder and community engagement plan commensurate with the project scope and budget. The plan should include:</p> <ul style="list-style-type: none"> <li>• In person public engagements, a project webpage with an online mapping and comment tool.</li> <li>• Presentations to city councils/county board and document buy-in on project objectives, technical approach, and public engagement strategy.</li> <li>• Host a joint work session of electeds and other officials representing each project partner.</li> </ul>	<ul style="list-style-type: none"> <li>• Draft and final stakeholder and community engagement plan</li> </ul>
<p><b>3.2 - Corridor and City Centers Vision</b>  Prior to developing corridor and city center concepts, the Consultant will facilitate consensus around and document a foundational set of shared principles, values, priorities, and functional requirements for the corridor.</p>	<ul style="list-style-type: none"> <li>• Corridor and City Centers Vision Technical memo</li> </ul>
<p><b>3.3 - Draft SR 32 Corridor and City Center Design Concepts</b>  Informed by existing/forecast conditions and best practices (Task 2.1) and the shared principles, values, priorities, and functional requirements (Task 3.2), the Consultant will develop:</p> <ul style="list-style-type: none"> <li>• Draft corridor concept addressing corridor access, circulation, parking, safety, active transportation, transit, and other transportation characteristics.</li> <li>• Draft city center concepts for Oakley, Kamas, and Francis for the design and development of these areas and their interaction with the SR 32 corridor.</li> </ul> <p>With support from each city, the Consultant will also identify and engage local land and business owners with an interest in developing or redeveloping their respective city center, and will work with them to identify obstacles, develop supportive deliverables, and cultivate potential public-private partnerships.</p>	<ul style="list-style-type: none"> <li>• Draft SR 32 Corridor and City Center Design Concepts</li> </ul>
<p><b>3.4 - Final SR 32 Corridor and City Centers Plan</b>  Based on community input and direction received during the interagency joint work session, the Consultant will prepare the final report and add an interagency action plan that includes a project list, planning-level cost estimates, potential funding sources, and an approach for prioritizing projects.</p>	<ul style="list-style-type: none"> <li>• Final SR 32 Corridor and City Center Design Concepts</li> </ul>

<p><b>3.5 - Presentation to Governing Bodies of Project Partners</b></p> <p>The Consultant will provide all necessary support to project partners to present the Final Report to the cities of Oakley, Kamas, and Francis; Summit County; Summit County Council of Governments; Wasatch Back Rural Planning Organization; and other stakeholder groups as identified.</p>	<ul style="list-style-type: none"><li>• Presentation of Final Report to governing bodies of project partners</li></ul>
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## **Attachment B:**

### **REQUIRED CONTENT AND FORMAT**

Proposals should be formatted using the following headings and content in the order shown. Please limit your proposal to no more than 30 pages, excluding cover page, section breaks, and non-content pages.

- I. Cover Sheet**  
Please limit content to project title, firm name, image(s), and logos.
- II. Cover Letter**  
A brief introduction to your firm and your interest in the project.
- III. Project Understanding and Approach**  
Discuss your understanding of the project context/setting and project objectives. The scope of work provided in Attachment A establishes the major tasks/deliverables and lays out a basic process with anticipated content. Within these general parameters, there are numerous opportunities for consultants to customize their technical approach and to differentiate their proposals based on experience and best practices.
- IV. Project Team and Relevant Experience**  
Present your project team and past experience with similar projects that are relevant and transferable to local needs. As appropriate, provide real-world lessons learned, key takeaways, and best practices from these projects.
- V. Schedule**  
Provide an estimated timeline for each task and the total project.
- VI. Budget**  
For each task, indicate the staff position; hourly rate, number of hours, direct expenses, and total cost. Subconsultants should be shown as a separate line item and ascribed to applicable tasks.

## **Attachment C:**

### **SELECTION AND DISQUALIFICATION PROCESS**

#### **Evaluation Process:**

Members of an interagency panel will individually review and score consultant responses, followed by a panel discussion and a single consensus ranking. If necessary, the panel may choose to interview some or all of the proposing firms. Additional evaluation criteria, including effective communication and presentation skills, may be considered as part of the interview process.

#### **Scoring Criteria:**

##### Project Team and Experience (40 points):

- Qualifications and experience of personnel on the proposed project team, including experience working on similar projects.

##### Project Understanding and Approach (40 points):

- Demonstrated understanding of the project setting/context, purpose, objectives, and desired outcomes of the project.
- Technical approach, including innovative enhancements to the scope of work.

##### Value (20 points):

- The value of services provided for the proposed fee.

#### **Disqualifications:**

- Incomplete/Non-Responsiveness – Responses may be disqualified if any content is missing or is substantially inconsistent with the requested formatting (see Attachment B).
- Late Submission – Responses not received by the MAG Project Manager before the deadline stated on the cover sheet of this request for qualifications.

#### **Post-Selection Debrief (optional, upon request):**

Firms not selected for the project may request a 30-minute debrief.