

Advertised: **September 1, 2021**

Kerr-Tar Rural Planning Organization

REQUEST for LETTERS of INTEREST (RFLOI)

TITLE: Granville County East Coast Greenway Feasibility Study

ISSUE DATE: September 1, 2021

SUBMITTAL DEADLINE: September 30, 2021

ISSUING AGENCY: Kerr-Tar Rural Planning Organization

SYNOPSIS

SUBCONSULTANTS ARE PERMITTED UNDER THIS CONTRACT.

This contract shall be partially reimbursed with Federal-aid funding through the North Carolina Department of Transportation (hereinafter referred to as the Department). The solicitation, selection, and negotiation of a contract shall be conducted in accordance with all Department requirements and guidelines.

The primary and/or subconsultant firm(s) shall be pre-qualified by the Department to perform **ANY COMBINATION** of the Discipline Codes listed below for the Kerr-Tar RPO. Discipline Codes required are:

- **200 - Feasibility Studies**

WORK CODES for each primary and/or subconsultant firm(s) (*if Subconsultants are allowed under this RFLOI*) **SHALL** be listed on the respective RS-2 FORMS (see section 'SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS').

This RFLOI is to solicit responses (LETTERS of INTEREST, or LOIs) from qualified firms to provide professional consulting services to:

Conduct a corridor study to determine the feasibility of constructing the East Coast Greenway from Oxford, NC to Butner, NC, either primarily along the SR1004 (Old 75) corridor or a rail-with-trail option along the Norfolk Southern (NS) line between Oxford and Butner.

PROPOSED CONTRACT SCOPE SUMMARY

The East Coast Greenway is the nation's longest connected greenway route, running from Maine to Florida, connecting 15 states and more than 450 cities. The route through North Carolina is more than 365 miles connecting Granville County to Brunswick County and all major cities in-between. The current interim on-road route through Granville County runs along Old NC 75 (SR1004) between Butner and Oxford and along various secondary routes from Oxford to Virginia.

The inactive Norfolk Southern Rail Corridor has been identified as the potential future route from Oxford north to Virginia. However, from Oxford south to Butner and into Durham County no future route has been identified.

As Granville County continues to grow and develop now is a key time to determine the feasibility and a preferred alternative route between Oxford and Butner to enable the county to implement the alternatives into key planning initiative, future development projects, and future infrastructure improvement projects.

The Kerr-Tar Rural Transportation Planning Organization (KTRPO) will engage an NCDOT pre-qualified planning consultant to conduct a corridor study to determine the feasibility of constructing the East Coast Greenway from Oxford, NC to Butner, NC, either primarily along the SR1004 (Old 75) corridor or a rail-with-trail option along the Norfolk Southern (NS) line between Oxford and Butner. The project will include:

1. Existing conditions analysis, including GIS and other data collection, field evaluation, and stakeholder interviews.
2. Alternatives development, including parcel-level analysis of natural and human environmental constraints, including topographical constraints, of lands along the SR1004 (Old 75) corridor and /or along the Norfolk Southern rail corridor or other alternatives. Alternatives will include design options and planning-level cost estimates.
3. Stakeholder and public engagement, including meetings with NCDOT, KTRPO, local government staff, Norfolk Southern (NS), and others to determine known constraints, gauge public support for the project and assist in the selection of a preferred alternative.
4. Development of final study documents.

Results and recommendations from this study will be incorporated into future updates of relevant Granville County Plans, including the Granville County Comprehensive Plan, Granville County Greenway Master Plan, and the Granville County Comprehensive Land Use Plan. A preferred alternative and cost level analysis will also allow Granville County to pursue federal, state, and local funding to construct this section of the ECG.

Electronic LOIs should be submitted in .pdf format using software such as Adobe, CutePDF PDF Writer, Docudesk deskPDF, etc.

LOIs SHALL be received ***ELECTRONICALLY, BY MAIL, OR HAND-DELIVERY*** no later than **5:00PM on September 30, 2021.**

The address for electronic deliveries is: info@kerrtarcog.org

The address for mailings is:

**Kerr-Tar Rural Planning Organization
P.O. Box 709
Henderson, NC 27536**

The address for hand-deliveries is:

**Kerr-Tar Rural Planning Organization
1724 Graham Avenue
Henderson, NC 27536**

LOIs received after this deadline will not be considered.

Except as provided below any firm wishing to be considered must be properly registered with the Office of the Secretary of State and with the North Carolina Board of Examiners for Engineers and Surveyors. Any firm proposing to use corporate subsidiaries or subcontractors must include a statement that these companies are properly registered with the North Carolina Board of Examiners for Engineers and Surveyors and/or the NC Board for Licensing of Geologists. The Engineers performing the work and in responsible charge of the work must be registered Professional Engineers in the State of North Carolina and must have a good ethical and professional standing. It will be the responsibility of the selected private firm to verify the registration of any corporate subsidiary or subcontractor prior to submitting a Letter of Interest. Firms which are not providing engineering services need not be registered with the North Carolina Board of Examiners for Engineers and Surveyors. Some of the services being solicited may not require a license. It is the responsibility of each firm to adhere to all laws of the State of North Carolina.

The firm must have the financial ability to undertake the work and assume the liability. The selected firm(s) will be required to furnish proof of Professional Liability insurance coverage in the minimum amount of \$1,000,000.00. The firm(s) must have an adequate accounting system to identify costs chargeable to the project.

SCOPE OF WORK

The **Kerr-Tar Rural Planning Organization** is soliciting proposals for the services of a firm/team for the following contract scope of work:

PROPOSED CONTRACT SCOPE

As Granville County continues to grow and develop now is a key time to determine the feasibility and a preferred alternative route between Oxford and Butner to enable the county to implement the alternatives into key planning initiative, future development projects, and future infrastructure improvement projects.

The Kerr-Tar Rural Transportation Planning Organization (KTRPO) will engage an NCDOT pre-qualified planning consultant to conduct a corridor study to determine the

feasibility of constructing the East Coast Greenway from Oxford, NC to Butner, NC, either primarily along the SR1004 (Old 75) corridor or a rail-with-trail option along the Norfolk Southern (NS) line between Oxford and Butner.

PROPOSED CONTRACT TIME: January 2022 thru June 30, 2022

PROPOSED CONTRACT PAYMENT TYPE: This will be a LUMP SUM contract.

SUBMITTAL REQUIREMENTS

All LOIs are limited to **twenty (20)** pages (RS-2 forms are not included in the page count) inclusive of the cover sheet and shall be typed on 8-1/2" x 11" sheets, single-spaced.

LOIs containing more than **twenty (20)** pages will not be considered.

One (1) electronic total copy of the LOI should be submitted.

Firms submitting LOIs are encouraged to carefully check them for conformance to the requirements stated above. If LOIs do not meet ALL of these requirements they will be disqualified. No exception will be granted.

SELECTION PROCESS

Following is a general description of the selection process:

- The LGA's Selection Committee will review all qualifying LOI submittals.
- For Limited Services Contracts (On-Call type contracts), the LGA's Selection Committee MAY, at the LGA's discretion, choose any number of firms to provide the services being solicited.
- For Project-Specific Contracts (non-On-Call type contracts), the LGA's Selection Committee MAY, at the LGA's discretion, shortlist a minimum of three (3) firms to be interviewed. IF APPLICABLE, dates of shortlisting and dates for interviews are shown in the section SUBMISSION SCHEDULE AND KEY DATES at the end of this RFLOI.
- In order to be considered for selection, consultants must submit a complete response to this RFLOI prior to the specified deadlines. Failure to submit all information in a timely manner will result in disqualification.

TITLE VI NONDISCRIMINATION NOTIFICATION

The LGA in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all RESPONDENTS that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit LETTERS of INTEREST (LOIs) in response to this ADVERTISEMENT and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

SMALL PROFESSIONAL SERVICE FIRM (SPSF) PARTICIPATION

The Department encourages the use of Small Professional Services Firms (SPSF). Small businesses determined to be eligible for participation in the SPSF program are those meeting size standards defined by Small Business Administration (SBA) regulations, 13 CFR Part 121 in Sector 54 under the North American Industrial Classification System (NAICS). The SPSF program is a race, ethnicity, and gender-neutral program designed to increase the availability of contracting opportunities for small businesses on federal, state or locally funded contracts. SPSF participation is not contingent upon the funding source.

The Firm, at the time the Letter of Interest is submitted, shall submit a listing of all known SPSF firms that will participate in the performance of the identified work. The participation shall be submitted on the Department's Subconsultant Form RS-2. RS-2 forms may be accessed on the Department's website at [NCDOT Connect Guidelines & Forms](#).

The SPSF must be qualified with the Department to perform the work for which they are listed.

PREQUALIFICATION

The Department maintains on file the qualifications and key personnel for each approved discipline, as well as any required samples of work. Each year on the anniversary date of the company, the firm shall renew their prequalified disciplines. If your firm has not renewed its application as required by your anniversary date or if your firm is not currently prequalified, please submit an application to the Department **prior to submittal of your LOI**. An application may be accessed on the Department's website at [Prequalifying Private Consulting Firms](#) -- Learn how to become Prequalified as a Private Consulting Firm with NCDOT. Having this data on file with the Department eliminates the need to resubmit this data with each letter of interest.

Professional Services Contracts are race and gender neutral and do not contain goals. However, the Respondent is encouraged to give every opportunity to allow Disadvantaged, Minority-Owned and Women-Owned Business Enterprises (DBE/MBE/WBE) subconsultant utilization on all LOIs, contracts and supplemental agreements. The Firm, subconsultant and subfirm shall not discriminate on the basis of race, religion, color, national origin, age, disability or sex in the performance of this contract.

DIRECTORY OF FIRMS AND DEPARTMENT ENDORSEMENT

Real-time information about firms doing business with the Department, and information regarding their prequalifications and certifications, is available in the Directory of Transportation Firms. The Directory can be accessed on the Department's website at [Directory of Firms](#) -- Complete listing of certified and prequalified firms.

The listing of an individual firm in the Department's directory shall not be construed as an endorsement of the firm.

SELECTION CRITERIA

All prequalified firms who submit responsive letters of interest will be considered.

In selecting a firm/team, the selection committee will take into consideration qualification information including such factors as:

1. **CRITERIA NUMBER 1 - 40%** = Past performance/ Demonstrated experience, proven record of success on similar projects. Firm's experience, knowledge, and familiarity with the desired services.
2. **CRITERIA NUMBER 2 - 30%** = Team Experience and qualifications - The team's experience and staff qualifications to perform type of work required including any subconsultants.
3. **CRITERIA NUMBER 3 - 30%** = Technical Approach - The firm's understanding of, and approach to accomplish objectives of the plan, including their envisioned scope for the work and any innovative ideas/approaches.

After reviewing qualifications, if firms are equal on the evaluation review, then those qualified firms with proposed SPSF participation will be given priority consideration.

SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS

The LOI should be addressed to **Michael Kelly, Regional Planning Director, Kerr-Tar Regional Council of Governments & Rural Planning Organization, P.O. Box 709 Henderson, NC 27536** and must include the name, address, telephone number, and e-mail address of the prime consultant's contact person for this RFLOI.

The LOI must also include the information outlined below:

Chapter 1 - Introduction

The Introduction should demonstrate the consultant's overall qualifications to fulfill the requirements of the scope of work and should contain the following elements of information:

- Expression of firm's interest in the work;
- Statement of whether firm is on register;
- Date of most recent private engineering firm qualification;
- Statement regarding firm's(') possible conflict of interest for the work; and
- Summation of information contained in the letter of interest.

Chapter 2 - Team Qualifications

This chapter should elaborate on the general information presented in the introduction, to establish the credentials and experience of the consultant to undertake this type of effort. The following must be included:

1. Identify recent, similar projects the firm, acting as the prime contractor, has conducted which demonstrates its ability to conduct and manage the project. Provide a synopsis of each project and include the date completed, and contact person.
2. If subconsultants are involved, provide corresponding information describing their qualifications as requested in bullet number 1 above.

Chapter 3 - Team Experience

This chapter must provide the names, classifications, and location of the firm's North Carolina employees and resources to be assigned to the advertised work; and the professional credentials and experience of the persons assigned to the project, along with any unique qualifications of key personnel. Although standard personnel resumes may be included, identify pertinent team experience to be applied to this project. Specifically, the Department is interested in the experience, expertise, and total quality of the consultant's proposed team. If principals of the firm will not be actively involved in the study/contract/project, do not list them. The submittal shall clearly indicate the Consultant's Project Manager, other key Team Members and his/her qualifications for the proposed work. Also, include the team's organization chart for the Project / Plan. A Capacity Chart / Graph (available work force) should also be included. Any other pertinent information should also be listed in this section.

Note: If a project team or subconsultant encounters personnel changes, or any other changes of significance dealing with the company, NCDOT should be notified immediately.

Chapter 4 - Technical Approach

The consultant shall provide information on its understanding of, and approach to accomplish, this project, including their envisioned scope for the work and any innovative ideas/approaches, and a schedule to achieve the dates outlined in this RFLOI (if any project-specific dates are outlined below).

APPENDICES-

CONSULTANT CERTIFICATION Form RS-2

Completed Form RS-2 forms SHALL be submitted with the firm's letter of interest. This section is limited to the number of pages required to provide the requested information.

Submit Form RS-2 forms for the following:

- **Prime Consultant firm**
 - Prime Consultant Form RS-2 Rev 1/14/08; and
- **ANY/ALL Subconsultant firms** (*If Subconsultants are allowed under this RFLOI*) to be, or anticipated to be, utilized by your firm.
 - Subconsultant Form RS-2 Rev 1/15/08.
 - In the event the firm has no subconsultant, it is required that this be indicated on the Subconsultant Form RS-2 by entering the word "None" or the number "ZERO" and signing the form.

Complete and sign each Form RS-2 (instructions are listed on the form).

The required forms are available on the Department's website at:

<https://connect.ncdot.gov/business/consultants/Pages/Guidelines-Forms.aspx>

[Prime Consultant Form RS-2](#)

[Subconsultant Form RS-2](#)

All submissions, correspondence, and questions concerning this RFLOI should be directed to Michael Kelly at mkelly@kerrtarcog.org

SUBMISSION SCHEDULE AND KEY DATES

RFLOI Release – **September 1, 2021**

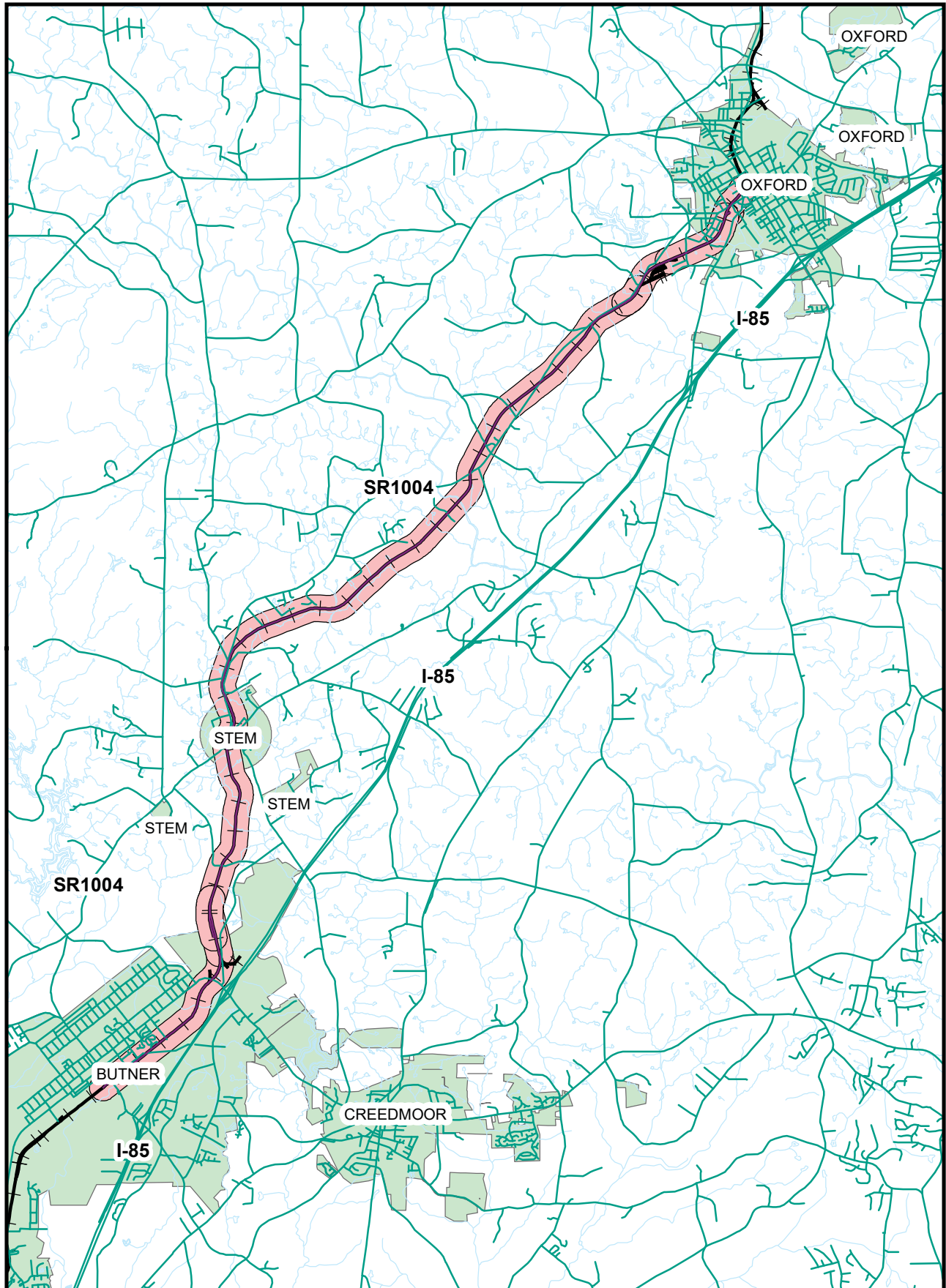
Deadline for LOI Submission – **September 30, 2021**

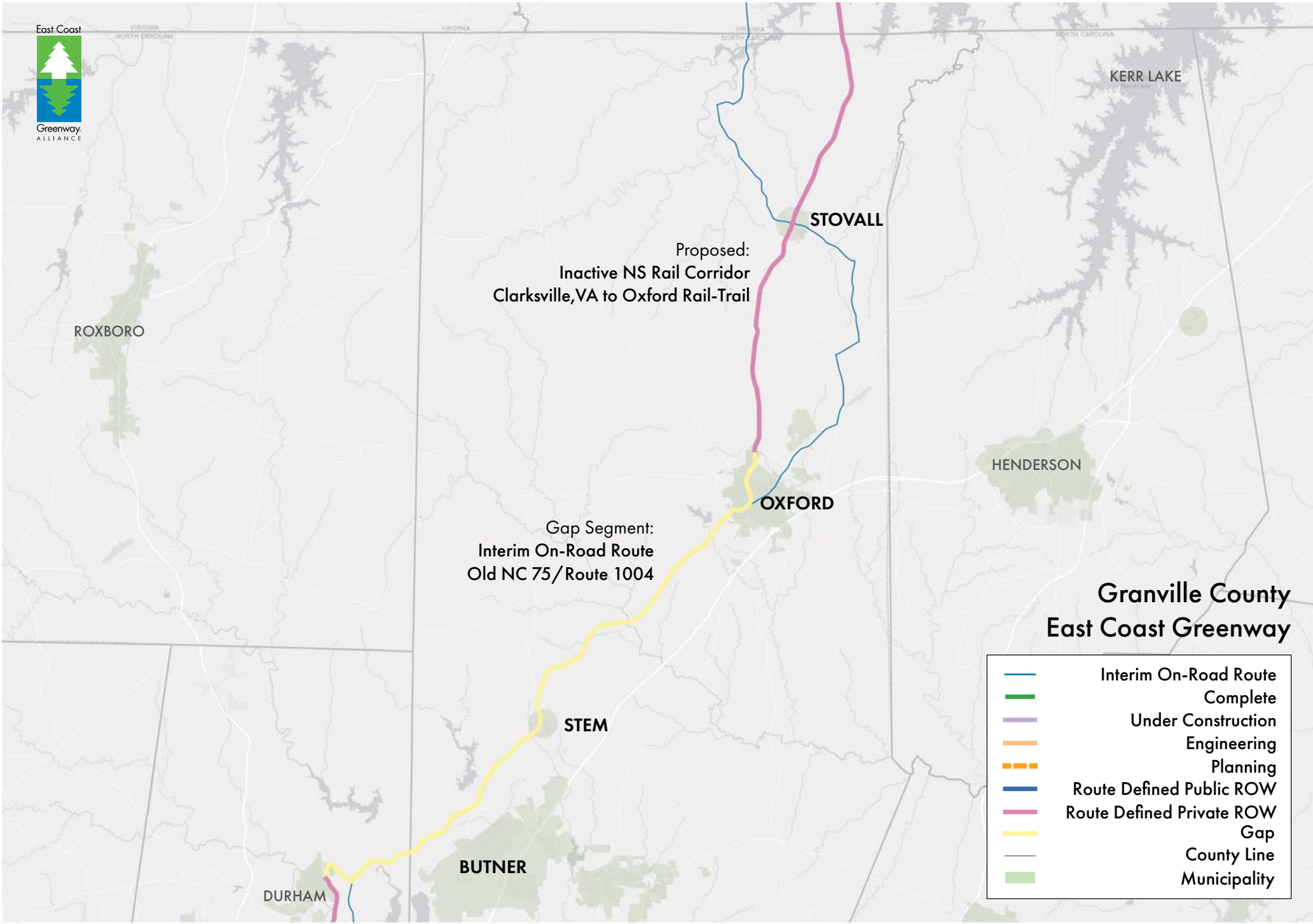
Firm Selection and Notification ** – **November 1, 2021**

* Notification will **ONLY** be sent to shortlisted firms.

** Notification will **ONLY** be sent to selected firms.

Proposed East Coast Greenway Study Area





GREENWAYS FOR ECONOMIC DEVELOPMENT



Greenways for Economic Development

Greenways create unique opportunities for rural communities for tourism, food and beverage retailers, outfitters and other support businesses. Connecting a rural town to a metro region creates an opportunity for a cycling day trip that would likely never be a destination by car.

A segment of the East Coast Greenway through Granville County is identified as a missing link of the 370-mile statewide active transportation corridor through North Carolina. With 74 miles constructed, the urban counties which include Durham, Raleigh, Cary, and Morrisville have the most complete section of any East Coast Greenway Metro Area. Granville County has lacked access to planning dollars to examine routing alternatives, conduct public outreach and develop detailed cost estimates. For this reason, in the rural communities of NC less than 10 miles of the 160-mile rural route have been completed. To advance trail planning in Granville County, the Kerr-Tar RPO submitted a grant proposal to USDOT in July 2018 try to obtain planning money for a 30 mile section of the East Coast Greenway.

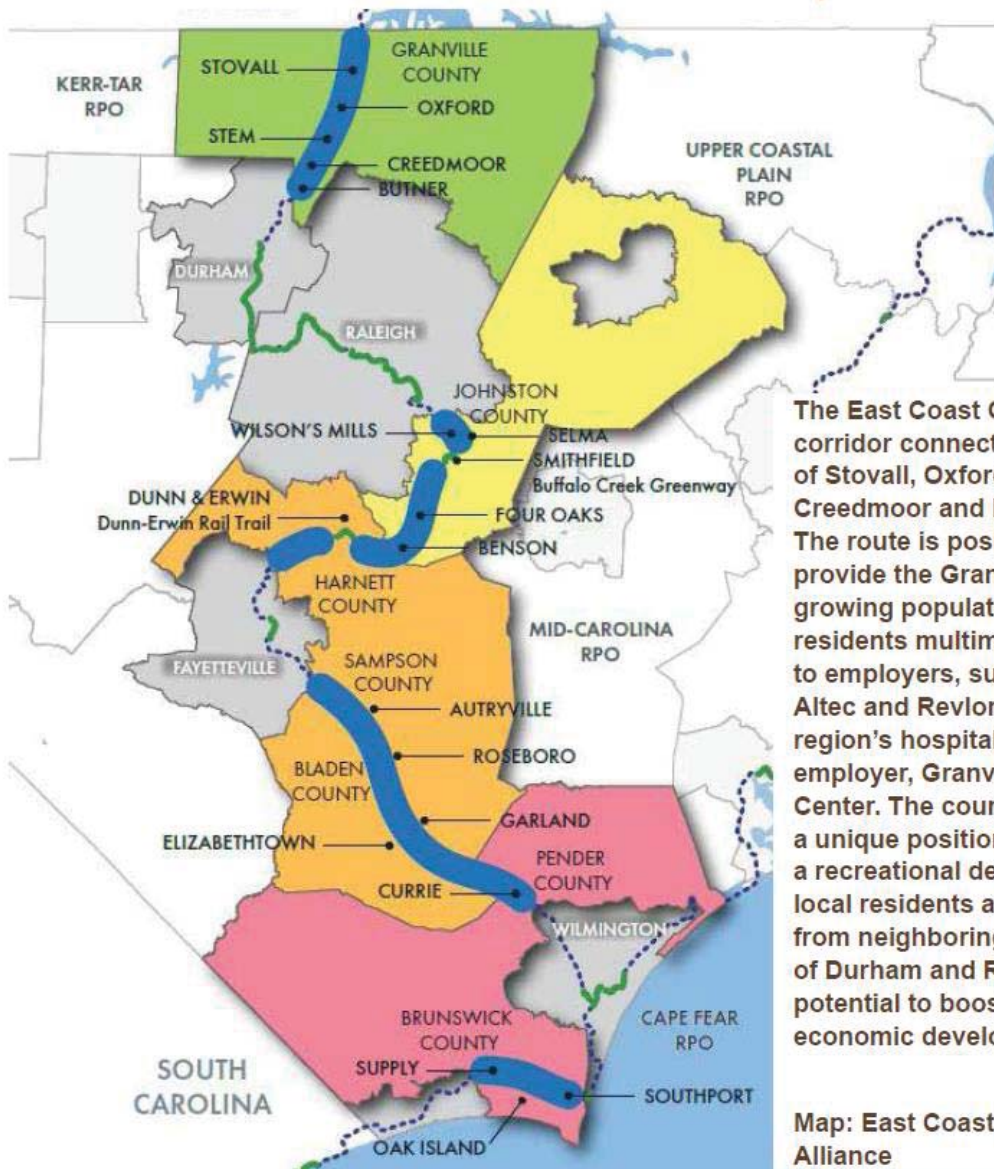
From rolling hills of pine forest and farmlands to thriving cities and towns, from cypress swamps to coastal beaches, travelers will experience much of the Tar Heel State's best features by taking a trip on the East Coast Greenway.

Completing initial planning steps have enabled municipalities to then adopt plans, pursue funding and embark upon right of way acquisition with confidence. As a result over \$76.6 million dollars of investment has been made to complete the greenway segments in North Carolina with an estimated economic impact of \$90 million annually. In addition these trails are linking communities, creating safe routes to school and work, benefitting the health of citizens and in some locations are protecting environmentally sensitive stream corridors. Planning costs for the Kerr-Tar segment of the East Coast Greenway through Granville County are estimated at \$187,500¹.

¹ East Coast Greenway BUILDS Rural NC: Rural Corridor Study Project, Kerr-Tar Regional Council of Governments, July 2018

PLANNING COSTS	GRANVILLE COUNTY GREENWAY PROJECT: 30 MILES		
	NCDOT PROJECT MANAGEMENT	10%	\$18,750
	COMMUNITY OUTREACH	25%	\$46,875
	EXISTING CONDITIONS	15%	\$28,125
	ALTERNATIVES ANALYSIS	25%	\$46,875
	PROJECT DEFINITION	20%	\$37,500
	PLAN ADOPTION	5%	\$ 9,375
TOTAL COST FOR PLANNING SERVICES			\$187,500
FUNDS TO PROVIDE 10% LOCAL MATCH			\$18,750

Greenways for Economic Development



The East Coast Greenway corridor connects the Towns of Stovall, Oxford, Stem, Creedmoor and Butner. The route is positioned to provide the Granville County's growing population of 58,314 residents multimodal access to employers, such as Altec and Revlon and to the region's hospital and major employer, Granville Medical Center. The county is also in a unique position to become a recreational destination for local residents and visitors from neighboring urban areas of Durham and Raleigh with the potential to boost tourism and economic development.

Map: East Coast Greenway Alliance

CONSTRUCTION COSTS COMPARED	GRANVILLE COUNTY GREENWAY PROJECT		
	30 MILES	\$45M	\$1.5M PER MILE
	GREENVILLE SOUTHWEST BYPASS		
	12.6 MILES	\$159M	\$12.6M PER MILE
	GREENSBORO URBAN LOOP		
	43.0 MILES	\$432M	\$10.0M PER MILE
	ASHEBORO BYPASS		
	16.1 MILES	\$356M	\$22.1M PER MILE

Greenways for Economic Development

Trails provide positive transportation, health, environmental, and economic benefits to communities. The American Tobacco Trail, a portion of the completed segment of the East Coast Greenway has an estimated 480,000 trips annually. This trail spans 22-miles through urban and rural regions of Durham and Wake County and as a former rail corridor, it is similar to the corridor proposed to link communities in Granville County and ultimately through North Carolina.

Recent research Evaluating the Economic Impact of Shared Use Paths in NC (2017) suggests the type of benefits that a trail can have in the County. The following figures are from three-year average using intercept data from 2015-2017.

Trail users on the American Tobacco Trail contribute over \$5.6 million in business output (direct sales, indirect, and induced), support 78 jobs as a result of this business activity, and generate over \$2.2 million in labor income. This research supports that the the average trail user spends approximately \$28 per trip on the trail on related goods and services and that this figure is stable across multiple years.

The estimated annual local and state tax on these trips is \$220,000. Providing active recreation options also means benefits for reduced healthcare costs - in the magnitude of \$1.4 million dollars annually.

These impacts demonstrate that trails in NC have the power to transform community health, increase economic development, and improve the efficiency of transportation networks. Investment in the East Coast Greenway is an investment in building a vibrant Granville County.



Source for graphics:
Evaluating the Economic Impact of Shared Use Paths in NC (2017)

Institute for Transportation Research and Education at NC State University



<https://itre.ncsu.edu/focus/bike-ped/sup-economic-impacts/>

Potential Cross-Sections:

Rural Street-Adjacent Multi-Use

Example cross-section of what the greenway may look like along SR1004 (Old NC 75) between Oxford and Butner.

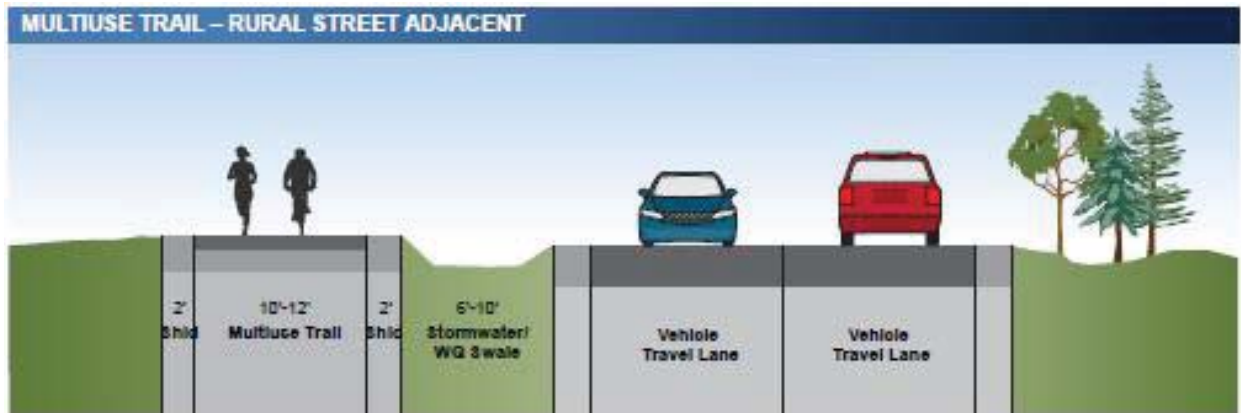


Image courtesy of: Parametrix, Portland, Oregon. August 2015, Council Creek Regional Trail Master Plan.

Rail-With-Trail

Example cross-section of what a rail-with-trail greenway would look like along the Norfolk Southern Rail Corridor between Oxford and Butner.

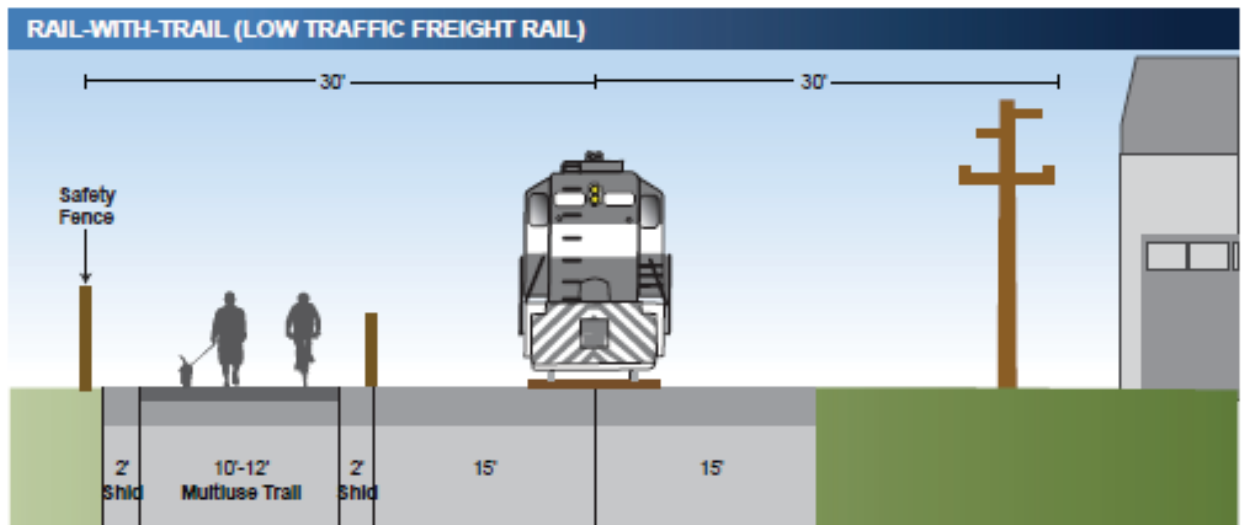


Image courtesy of: Parametrix, Portland, Oregon. August 2015, Council Creek Regional Trail Master Plan.

U.S. Department of Transportation

Federal Highway Administration

1200 New Jersey Avenue, SE

Washington, DC 20590

202-366-4000

Fixing America's Surface Transportation Act or "FAST Act"

STATEWIDE AND NONMETROPOLITAN PLANNING

Program purpose

The FAST Act continues the statewide and nonmetropolitan planning process, which establishes a cooperative, continuous, and comprehensive framework for making transportation investment decisions throughout the State. Oversight of this process is a joint responsibility of the Federal Highway Administration and the Federal Transit Administration.

Statutory citations

FAST Act § 1202; 23 U.S.C. 135

Funding features

Type of budget authority

Funded by contract authority from the Highway Account of the Highway Trust Fund. Funds are subject to the overall Federal-aid obligation limitation.

Source and apportionment of funds

The FAST Act continues funding for statewide and nonmetropolitan planning as part of a 2 percent set-aside for planning and research activities from each State's apportionments of five core programs: National Highway Performance Program [23 U.S.C. 119], Surface Transportation Block Grant Program (STBG) [23 U.S.C. 133], Highway Safety Improvement Program [23 U.S.C. 148], Congestion Mitigation and Air Quality Improvement Program [23 U.S.C. 149], and National Highway Freight Program [23 U.S.C. 167]. [23 U.S.C. 505(a)]

Statewide surface transportation planning is also an eligible activity for additional funding under STBG. [23 U.S.C. 133(b)(10)]

Federal share

The Federal share for statewide planning carried out with State Planning and Research funds is generally 80 percent. However, the Secretary may increase this Federal share (up to 100 percent) if s/he determines that this would best serve the interests of the Federal-aid Highway Program. [23 U.S.C. 505(d)]

Program Features

Except as specified above or below, the FAST Act continues all of the statewide and nonmetropolitan planning requirements that were in effect under MAP-21.

Support for intercity bus and commuter vanpools

The FAST Act continues to require long-range statewide transportation plans and statewide transportation improvement programs (STIPs) to provide for the development and integrated management and operation of transportation systems and facilities that enable an intermodal transportation system, including pedestrian and bicycle facilities. It adds to this list other facilities that support intercity transportation (including intercity buses, intercity bus facilities, and commuter vanpool providers). [23 U.S.C. 135(a)(2)]

Scope of planning process

The FAST Act expands the statewide transportation planning process' scope of consideration to include projects, strategies, and services that will—

- Improve transportation system resiliency and reliability;
- Reduce (or mitigate) the stormwater impacts of surface transportation; and
- Enhance travel and tourism. [23 U.S.C. 135(d)(1)(I) & (J)]

Participation by interested parties in the planning process

The FAST Act explicitly adds public ports and certain private providers of transportation (including intercity bus operators and employer-based commuting programs) to the list of interested parties that the State must provide with reasonable opportunity to comment on the proposed STIP and long-range transportation plan. [23 U.S.C. 135(f)(3)(A)(ii) & (g)(3)]

Performance-based approach

The FAST Act now *requires* that long-range statewide transportation plans include—

- A description of the performance measures and targets used in assessing the performance of the transportation system; and
- A system performance report and subsequent updates evaluating the condition and performance of the transportation system with respect to these performance targets.

Previously these items were recommended. [23 U.S.C. 135(f)(7)]

Additionally, the FAST Act requires that the statewide transportation planning process provide for the establishment and use of a performance-based approach to transportation decision making to support the national goals described in 23 U.S.C. 150(b) and the general purposes described in 49 U.S.C. 5301. [23 U.S.C. 135(d)(2)(A)]

Long-range plan considerations of existing transportation system

The FAST Act continues to require the long-range statewide transportation plan to include certain measures to ensure the preservation and most efficient use of the existing transportation system. In addition, the plan must now include—

- Consideration of the role that intercity buses may play in reducing congestion, pollution, and energy consumption in a cost-effective manner; and

- Strategies and investments that preserve and enhance intercity bus systems (including those that are privately owned and operated). [23 U.S.C. 135(f)(8)]

April 2016

Page last modified on February 8, 2017