



REQUEST FOR QUALIFICATIONS CITYWIDE TRAVEL DEMAND MODEL DEVELOPMENT CITY OF MOSES LAKE, WASHINGTON

GENERAL PROJECT INFORMATION

The City of Moses Lake invites engineering firms from the MRSC Consultant Roster to submit information about their qualifications for the subject project. The selected consultant will provide the City with a complete travel demand model. The selected firm must be experienced in travel demand modeling at a city- and/or countywide level.

The City of Moses Lake anticipates large-scale growth patterns for employment and housing in the coming decades. To support this anticipated growth, the City seeks to develop and maintain a travel demand model to understand the impacts of future transportation and/or land use changes on travel patterns and travel times.

The City of Moses Lake does not have an existing travel demand model, nor does Grant County have a model that includes City of Moses Lake roadways. In addition to covering the full City of Moses Lake limits, the model developed in this project should include relevant roadway segments and intersections within the urban growth area (UGA) or Grant County. The model should reflect both existing conditions and a future analysis forecast based on projected development activity, roadway and intersection projects, and the *2021 Comprehensive Plan*. Models should be prepared for both the morning and afternoon peak hours.

Models should be capable of outputting hourly travel volumes for roadway segments and intersection turning movements, travel times for routes, and origin-destination data. These outputs will be used by City staff, under separate contract, for analysis for traffic modeling and development review efforts.

SCOPE OF WORK

The work will generally include, but is not limited to, the following elements.

1. Project management
2. Stakeholder coordination (e.g. Grant County, WSDOT)
3. Data review
4. Data collection (e.g. traffic counts)
5. Existing model development

6. Calibration
7. Future model development (baseline)
8. Future model development (alternatives)
9. Model documentation and summary report
10. Council presentation(s)
11. Training for City staff

The City of Moses Lake will provide available data to the successful firm after notification of consultant selection. This data will include available traffic count information (daily segment volumes and hourly intersection turning movements), current land use designations, known developer proposals, and various GIS datasets. Consultants should be prepared to acquire additional data to complete the modeling through coordination with City of Moses Lake staff, coordination with other agency (e.g. Grant County) staff, or collection/development of data as part of the project.

PROJECT SCHEDULE

1. Issue RFQ for Consultant Selection [October 3, 2022](#)
2. Submittal Due [November 8, 2022](#)
3. Consultant Contract Executed [December 6, 2022](#)
4. Project Completion by [March 2023](#)

FORMAT OF STATEMENT OF QUALIFICATIONS

To facilitate review, the SOQ submittal should conform to the following format.

1. Experience and Qualifications: Provide a description of your firm's experience and qualifications related to developing travel demand models. This section should highlight experience using travel demand modeling software(s), data collection, calibration, incorporating land use and/or development data, and running scenarios with alternative node and link settings. Highlight experience for communities like Moses Lake.
2. Project Team: Identify proposed team members and responsibilities. Provide resumes, outlining credentials and experience.
3. References: Provide the name and phone number for at least three references familiar with your services, in relation to projects similar to the scope of work.
4. Project Understanding: Provide your general understanding of the City of Moses Citywide Travel Demand Model Development project. Identify potential challenges and concerns. Identify recommended modeling software and discuss strengths of that software, limitations, and strategies to overcome limitations.
5. Supporting Data: Include additional information the applicant believes is relevant.

SELECTION OF THE CONSULTANT

It is the intent of the City to appoint a committee to review and rank the SOQs. The committee may choose to interview a shortlist of consultants before making the selection.

The City reserves the right to reject any submissions, and to request clarification, and to waive technicalities, if deemed in the best interest of the City. The City assumes no responsibility for costs incurred responding to this RFQ.

In accordance with appropriate selection procedures, selection will be qualification based. No overhead rate, fees or cost information should be included as part of this request.

CONTRACT

The selected consultant will be invited to negotiate a contract with the City. A detailed scope of services and associated fees will be developed, and agreed by the selected consultant and City, and incorporated as part of the contract.

The Consultant shall not discriminate on the basis of race, color, religion, national origin, sex, age, disabilities, or veteran status in the performance of this contract. The City of Moses Lake encourages disadvantaged business enterprise consultant firms to respond.

SUBMITTAL OF STATEMENT OF QUALIFICATIONS AND CONTACT PERSON

The SOQ shall not exceed Ten (10) pages; excluding the front and back covers. One (1) printed and one (1) digital copy of the SOQ must be submitted not later than 2:00pm on November 8, 2022 to:

City of Moses Lake
Municipal Services Department
Attention: Levi Bisnett
PO Box 1579
Moses Lake, WA 98837

Questions regarding the RFQ should be directed to:

Richard Law PE
City Engineer
PO Box 1579
Moses Lake, WA 98837
rlaw@cityofml.com
509-764-3782