

# **City of Revelstoke Comprehensive Transportation Plan**

## **Request for Proposals**

### **Scope of Work**

The City Engineering and Public Works Department is requesting statements of qualifications, proposals and performance data from interested firms to complete a City wide comprehensive transportation plan. Consultants will be considered for this project based on their qualifications and proposals to perform the following work:

#### **PROJECT DESCRIPTION**

***Please call or email for a more descriptive scope of work and proposal description.***

The work to be performed by the Consultant consists of

- Reviewing and updating the Transportation Element of the City's Official Community Plan (OCP).
- Developing a City wide comprehensive Transportation Plan.
- Analyzing and assessing all modes of the transportation system based on the 20-year traffic forecast.
- Defining all transportation mode deficiencies based on proposed traffic management scenarios.
- Preparing a comprehensive capital project array along with proposed financing methodologies.
- Scoping transportation development regulations.
- Attending public outreach programs.

#### **SUBMITTAL**

Submittals should include the following information: Firm name, phone and fax numbers; Name of Principal-in-Charge and Project Manager; Names of proposed Sub-Consultants, and Number and Resumes of employees in each firm proposed for the project.

Submittals will be evaluated and ranked based on the following criteria:

- 1) Key personnel;
- 2) Firm experience with other local agencies;
- 3) Firm experience in preparing Transportation Elements for local agency comprehensive planning efforts;
- 4) Firm experience in assessing

transportation system deficiencies for all transportation modes, 5) Firm experience in preparing capital improvement plans and financing methodologies; 6) Ability to meet schedule; 7) Approach to project; and 8) Past performance/references.

Please submit TWO copies of your Proposal and Qualifications to: City of Revelstoke Engineering and Public Works Department, 216 Mackenzie Ave, Revelstoke, BC V0E 2S0, Attn: Brian Mallett. Interested firms are encouraged to submit by e-mail as well as by hard copy. E-mail submittals may be submitted to [bmallett@cityofrevelstoke.com](mailto:bmallett@cityofrevelstoke.com). No written or electronic submittals will be accepted after June 26, 2009 at 5:00 PM. Any questions regarding this project should be directed to Brian Mallett at 250-837-2922.

City of Revelstoke  
216 Mackenzie Ave.  
Revelstoke, BC V0E2S0