

IDAHO TRANSPORTATION DEPARTMENT

REQUEST FOR PROPOSALS

FOR

PROJECT DEVELOPMENT SERVICES

RED CAP CORNER TO I 84 EVAL/DESIGN, TWIN FALLS

KEY NO. 24719

April 21, 2025

REQUEST FOR PROPOSALS

Table of Contents

- General Information
- Preparation Instructions
- Evaluation Criteria
- Scope of Work

The following items are not included in this package, but can be located at the following web site:

<http://itd.idaho.gov/business/?target=consultant-agreements>

- ❖ General Information and Requirements
- ❖ Sample Agreement and Consultant Agreement Specifications
- ❖ Federal Per Diem Rates
- ❖ Certification Regarding Debarment, Suspension, and Other Responsibility Matters form
- ❖ Idaho Code Certification Form

GENERAL INFORMATION

PROPOSAL

The Idaho Transportation Department (ITD) is seeking qualified and experienced respondents from interested firms to submit a proposal for providing *Project Development* services for the Red Cap Corner to I 84 Eval/Design, Twin Falls project.

GENERAL TERMS

This Request for Proposals (RFP) does not commit ITD to enter into an agreement or to pay any costs incurred in the preparation of a proposal or in subsequent negotiations.

REVISIONS TO RFP

All addenda to this solicitation will be posted on the Consultant Services web page. No notice will be given by mail.

RESERVATION OF RIGHTS BY ITD

The issuance of this RFP does not constitute an assurance by ITD that any contract will be entered into by ITD, and expressly reserves the right to:

- Waive any immaterial defect or informality in any response or response procedure
- Reject any and all proposals
- Reissue the Request for Proposals
- Invite additional respondents to the proposal
- Request additional information and data from any or all respondents
- Extend the date for submission of responses
- Supplement, amend, or otherwise modify the RFP, and cancel this request with or without the substitution of another RFP
- Disqualify any respondent who fails to provide information or data requested herein or who provides inaccurate or misleading information or data
- Disqualify any respondent based on any real or apparent conflict of interest

By responding to this proposal, each respondent agrees that any finding by ITD of any fact in dispute as to this proposal or the responses thereto shall be final and conclusive, except as provided herein.

CONFLICT OF INTEREST

By the submission of a proposal, the Consultant agrees to ensure that, at the time of contracting, the Consultant will have no interest, direct or indirect, that would conflict in any manner or degree with the performance of the Consultant's obligations under the Agreement. The

Consultant shall further covenant that, in the performance of the contract, the Consultant shall not employ any person, or subcontract with any entity, having any such known interest.

EEO REQUIREMENTS

Respondent, by submission of a proposal, agrees to not discriminate against any worker, employee, application subcontractor or any member of the public because of race, color, gender, age, national origin, or disability, or otherwise commit an unfair employment practice. Respondent further agrees to comply with all Federal, State, and Local equal employment opportunity requirements and the requirements of the ITD EEO Special Provisions, accessible at the following web site: <http://apps.itd.idaho.gov/apps/ocr/index.aspx>.

All firms working for the Department area required to register on the Bidder's List with the Office of Civil Rights. If your firm has not registered, go to the following website for instructions: <https://itd.dbesystem.com/>. Please make sure your subconsultants are also registered. For further information regarding this requirement, call the ITD EEO Office at (208) 334-8884.

DBE PARTICIPATION:

In an effort to achieve ITD's DBE Annual Participation Goal (APG) of 10% utilization, ITD respectfully requests and encourages responder to consider utilizing subcontractors and suppliers listed on our DBE Directory located at: <https://itd.dbesystem.com> . For more information regarding ITD's DBE Program, call the ITD DBE coordinator at (208) 334-8567.

FINANCIAL REQUIREMENTS

Prior to negotiating an agreement, the selected consultant and their subconsultants will be required to submit certified hourly rates and their last years' financial information and overhead schedule in accordance with the Federal Acquisition Regulations (FARs) and the ITD Overhead Rate Policy. The Overhead Rate Policy can be viewed at the following web site: <http://itd.idaho.gov/business/?target=consultant-agreements> .

PROPRIETARY MATERIAL

ITD assumes no liability for disclosure of proprietary material submitted by respondents. Proposal submittals shall be considered public documents under applicable state law except to the extent portions of the submittals are otherwise protected under applicable law.

CERTIFICATION REGARDING DEBARMENT

All proposals must contain a signed Certification Regarding Debarment, Suspension, and other Responsibility Matters form for the prime and each subconsultant.

The certification form is located on the Consultant Services web page at <http://itd.idaho.gov/business/?target=consultant-agreements>.

IDAHO CODE CERTIFICATION FORM

All proposals must contain a signed Idaho Code Certification form for the prime.

The certification form is located on the Consultant Services web page at <http://itd.idaho.gov/business/?target=consultant-agreements>.

PROPOSAL EVALUATION AND SELECTION

An Evaluation Committee will evaluate and determine the individual and comparative merits of each of the proposals received. It is the responsibility of the Consultant to ensure that it complies with this RFP and provides the information requested. If the Consultant fails to provide any information requested in this RFP, such failure may result in either a lowered evaluation score of the proposal or disqualification of the proposal.

It is the intent of the department to take approximately fifteen days, commencing on the submission date shown below, to evaluate the submitted proposals. The department intends to notify the successful and unsuccessful Consultants as soon as practicable after the evaluations have been completed, and after approval has been given on the Evaluation Committee's recommendations.

As part of the selection process, the top-ranked firms may be required, at their expense, to give a presentation and/or answer interview questions.

If your firm is selected and approved, negotiations will begin. If negotiations break down with a selected Consultant, they will be formally ended and negotiations will begin with the next ranked Consultant.

CONTRACT TYPE AND METHOD OF PAYMENT

The contract for this work will be a professional services agreement. It is anticipated that the method of payment will be *Cost Plus Fixed Fee*.

CONTACT INFORMATION

All questions concerning the procedures of this request for proposal shall be directed to Christina Straub at ITD via email at Christina.Straub@itd.idaho.gov.

All project specific questions shall be directed by e-mail to Brent Brumfield at Brent.Brumfield@itd.idaho.gov. No questions will be accepted by telephone. All questions will be responded to by e-mail, within two days of receipt of the question(s).

Interested firms are encouraged to submit a contact e-mail address to Mr. Brumfield with a request to be included on an electronic mailing list. Firms on the mailing list will receive copies

of the response to all project questions submitted. No firms will be identified in the responses.
No project specific questions will be accepted after May 5, 2025.

PREPARATION INSTRUCTIONS

Proposals must conform to the following instructions. Any non-conforming proposal will be rejected.

Proposals must be received by ITD by 4:00 p.m. MDT on May 12, 2025. Proposals must be submitted via e-mail with the project name and the consultant's name clearly indicated in the subject line. Late proposals will not be considered.

E-Mail Address for proposal submittal is: consultantadminunit@itd.idaho.gov

FORMAT:

- Required File Format: pdf
- Maximum length of the submittal shall be five (5) pages.
- Cover pages are discouraged. If they are included, they will be counted in the proposal page total.
- The introductory letter is limited to one (1) page.
- Except as otherwise noted, pages shall be 8 ½ x 11 inches, with minimum of ½” margins and a minimum font size of 11.

- The following items do not count in the proposal page total.
 - Introductory letter
 - Critical Path Diagram
 - Certification Regarding Debarment

INTRODUCTORY LETTER

The introductory letter should be addressed to:

Christina Straub
Contracts Officer
Consultant Services
Idaho Transportation Department
P.O. Box 7129
Boise, Idaho 83707-1129

The introductory letter should introduce the Consultant, identify the Project Manager, and list a contact telephone number, and contain a statement confirming the commitment of the key personnel identified in the submittal to meet ITD's quality and schedule expectations. The Consultant shall include his/her acceptance of the terms and provisions of the Sample Agreement located at <http://itd.idaho.gov/business/?target=consultant-agreements>, and indicate willingness to execute said agreement.

PROPOSAL

It is essential that the consultant provide an adequate staff of experienced personnel or subconsultants capable of and devoted to the successful accomplishment of work to be performed under this contract. The specific individuals or subconsultants listed in the proposal, including Project Manager, shall be assigned to the key positions and shall not be removed or replaced without the prior written approval of ITD. Replacement personnel submitted for approval must have at least equal qualifications, experience, and expertise as those listed in the proposal.

The following criteria will be considered in the evaluation and selection, and apply only to the Consultant, except where specifically requested for the Consultant and each Subconsultant. The weights listed will be applied to the scoring for each criteria.

CRITERIA 1: TEAM COMPOSITION

Weight – 4

Describe how your team is composed to deliver the corridor study.

- How does your team's experience with similar transportation corridor studies and safety improvement projects contribute to your ability to meet the objectives and timeline for this study?
- In what ways will the team collaborate to ensure that the design criteria for the potential Snake River crossing and other roadway improvements align with long-term transportation goals for the region?
- How is the team structured to facilitate effective coordination with local agencies, stakeholders, and the public throughout the planning and study phases of the project?

CRITERIA 2: PROJECT MANAGER

Weight - 5

Describe your experience and qualifications that give you the ability to deliver data driven decisions that will lead to a successful and safe future of the corridor(s).

- How do you manage risk assessment and mitigation during the project, and how does your experience with similar corridor studies ensure the decisions made will contribute to a safe and successful future for the corridor(s)?
- Can you provide specific examples of past projects where your data-driven decision-making directly contributed to improving roadway safety and performance? How did you use traffic and safety data to guide those decisions?
- Provide ONE professional reference per study example. The reference should be someone who managed, or played a major role in the study, and still works for the agency that work was being conducted for.
- What makes you the best person to lead this team?

CRITERIA 3: PROJECT UNDERSTANDING
Weight - 4

Please explain, in your own words, what knowledge of the project you and your team have.

- What is your understanding of the specific objectives for this project, such as updating traffic data, safety analysis, and assessing future design criteria, and how will you ensure these goals are met?
- Can you describe how you and your team plan to approach the Snake River bridge evaluation and its potential impact on future corridor improvements, based on your understanding of the project's scope?
- What are some environmental and/or cultural sensitivities within the study limits?
- What is your understanding of the importance of public outreach and coordination with local agencies in this project, and how will you integrate these components into your approach for a successful study outcome?

CRITERIA 4: SCOPE AND COST CONTROL
Weight - 3

This project is funded with State Funds as a one-time allocation. How will you ensure that the project does not exceed the current allocated funding?

- Can you describe how your team will integrate traffic, safety, and environmental data into the cost estimation for each proposed improvement, ensuring that all relevant factors are considered?
- What experience does your team have in providing planning-level cost estimates for roadway and bridge improvements, and how will this experience inform your approach to delivering accurate estimates for the proposed SH-50 corridor upgrade?
- How will your team handle potential unforeseen challenges or changes in scope during the cost estimation process, and what steps will be taken to adjust improvements accordingly as new information arises?

CRITERIA 5: ROADWAY AND STRUCTURE ASSESSMENT
Weight - 3

Outside of the previous criteria and questions: What do you or your team believe could be factors that could influence the outcome of the corridor study?

GENERAL SCOPE OF WORK

SH-50 RED CAP CORNER TO I-84 EVALUATION

This Project intends to establish the current and future conditions of the SH-50 corridor in order to plan the needed upgrades. The roadway improvements intend to maintain or improve, the desired level of service for the corridor. The need for improvements along this route was identified in 2021 when the roadway was studied for safety improvements. The resulting study identified one safety project to be constructed. This same study also identified that traffic data was abnormal compared to historical trends do to the COVID-19 pandemic.

This project aims to update the data from 2021, and other data, to gain a better understanding of the level of effort needed for the future roadway improvements to include the future design criteria for a structure to cross the snake river in the vicinity of the current Hansen Bridge.

The main component of this project is to conduct a study of the use and function for SH-50 from Red Cap Corner (Junction of US 30 MP 0.0) to the north side of Interstate 84 (MP 5.0). This corridor study will consist of evaluating existing conditions, update traffic and safety analysis, access control plan, and other pertinent information needed for future design. The design criterion will be identified for the corridor, along with a completed 1500 for roadway materials investigation, and environmental investigation. There is no intended NEPA documentation but identifying areas of potential concern will be required. The desired outcome will be development of charters and planning level estimates for future entry in the ITIP program.

Additionally, the adjacent section US-30 from Eastland Drive (MP 219.7) to Red Cap Corner (MP 223.5) will have a traffic and safety study completed under this agreement. This section of US-30 is the main collector for traffic on SH-50. The goal of this component is to highlight areas that have the highest risk to safety of the traveling public and identify commonly used mitigation measures. This information will be used by ITD in the future to plan Highway Safety Improvement Program funded projects.

MAIN TASKS FOR SH-50 MP 0.0 TO MP 5.0 CORRIDOR STUDY:

- o Update current traffic volumes
- o 20-year traffic projections
- o Right of Way documentation
- o Access assessment
- o Crash data analysis
- o Coordination with local agencies
- o Public outreach
- o Identify roadway improvements
- o Produce current cost estimates for improvements (planning level)
- o Needs assessment for a structure that crosses the Snake River on SH-50

MAIN TASKS FOR US-30 MP 219.7 TO MP 223.5 TRAFFIC AND SAFETY STUDY:





- o Update current Traffic volumes
- o 20-year traffic projections
- o Crash data assessment

- o Prioritize treatment areas
- o Identify potential safety improvements

The selected consultant may be retained through separate or supplemental agreements, at ITD's sole discretion, to provide services beyond the scope of this study, including but not limited to environmental services, roadway design, structure design, right of way, and other related or ancillary tasks.



Legend

-  Hansen Bridge
-  Park
-  SH-50 Corridor Study
-  US-30 Safety Study

Centennial Waterfront Park

Shoshone Falls Park

Twin Falls Park

Tipperary Corner

Hansen Bridge

Botanical Garden

Twin Falls

MCMILLAN

Kimberly

Hansen

Bills

Google Earth

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