



# SOLICITATION REQUEST

Request for Quote

Request for Proposal

Request for Bid

**Dispatch via Print**

## Department of Transportation

Dept of Transportation  
Procurement Branch  
200 NE 21st Street  
Oklahoma City OK 73105

Request Quote ID.	Date	Buyer	Page
3450004877	08/08/2019	Crystal Williams	1
Payment Terms	Date	Time Quote Open	Closing
0 Days	08/08/2019	11:06 AM	09/04/2019 04:00 PM

Requisition Number Reference:

**Ship To:** Dept of Transportation  
Planning & Research Division  
200 NE 21st Street Rm 3A7  
Oklahoma City OK 73105

**Bill To:** Dept of Transportation  
Planning & Research Division  
200 NE 21st Street Rm 3A7  
Oklahoma City OK 73105

**Supplier:** NAME

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

### Supplier Responses

Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
1	81101510 / Development of Oklahoma Public Transit Policy Plan	1	EA		

The purpose of this Request for Proposal (RFP) is to select a qualified consulting firm to create the Oklahoma Public Transit Policy Plan, as required by HB 1365. The goal is to provide the Oklahoma Transit Association and the Oklahoma Department of Transportation with information that will allow them to plan for mobility challenges and address coming greater mobility needs stemming from population growth and changes in the state's demographics.

#### Nature of Contract

The successful consulting firm (Consultant) will provide professional transportation planning services for the development of an Oklahoma Public Transit Policy Plan (The Transit Plan), in accordance with Oklahoma Enrolled House Bill No. 1365. The consultant will produce a policy plan that reflects the results of the 2018 Oklahoma Transit Needs Assessment, including input for all stakeholders identified in the Bill and ODOT, provide for future collaboration and coordination among all transit agencies and systems across the state, and provide for future collaboration and coordination with all state agencies with an interest in public transit. The Transit Plan will be consistent with the goals and policies of the findings of the Oklahoma Long Range Transportation Plan 2020-2045 and the Federal Transit Administrations (FTA) respective TAM Plan goals and targets set for the state, as they relate to transit systems. The Transit Plan will serve as a guide for the Oklahoma Department of Transportation, the Oklahoma Transit Association, Oklahoma's Transit partners and Stakeholders in making decisions for implementing and funding transit projects. Qualified Consultants will have knowledge related to Urban, Rural, Tribal, Health, and Human Services related transit systems. The Transit Plan is to be completed by July 1, 2020.

The intent of this solicitation is to obtain a Consultant that is familiar and has prior experience with the following:

- Public Transit Operators (including Rural Transit)
- Long Range Transportation Planning
- Public Involvement Process
- FTA Regulations

**Freight Terms:** FOB DEST

**Ship Via:** COMMON

Lead Time: \_\_\_\_\_

#### Supplier Remarks:

#### COMMENTS:

AUTHORIZED BY TITLE 69, TITLE 74

#### Term and Amount

The term of this contract will be 12 months from the date of award and the Department's budget is not to exceed \$800,000.00. This contract may be extended for one (1) additional one (1) year period if the plan development and timeline requires an extension.

The Consultant may request to extend the project period one (1) time for up to twelve (12) months through a written No Cost Time Extension (NCTE). The NCTE shall be coordinated through the Consultant and ODOT. Should a NCTE request be approved, a formal Supplemental Agreement will be issued to the Consultant by ODOT. No new funds or new tasks may be added to the project if approved for a NCTE. Should a NCTE request be approved, the Consultant may utilize remaining unexpended project funds within the NCTE period.

#### This is NOT AN ORDER

All returned quotes and related documents must be identified with our request for quote Number.

**Authorized Signature**



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	Payment Schedule				

The following is the payment schedule based upon lump sum payment after deliverables have been submitted and accepted by Strategic Asset and Performance Management Division.

- Task 1: Project Management
- Task 2: Public & Stakeholder Engagement
- Task 3: Project Context
- Task 4: System Research
- Task 5: Strategic Direction
- Task 6: Modal Needs
- Task 7: Financial Element
- Task 8: Alternative Investment Scenarios
- Task 9: Policy Development
- Task 10: Plan Documentation

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