



REQUEST FOR QUALIFICATIONS (RFQ No. 2022-03)

For

Solano Rail Crossing Safety Improvements Plan Update
and
Vallejo Passenger Rail Study

Release Date: November 8, 2022

RESPONSES DUE:

4:00 PM, Monday, December 12, 2022

Four (4) complete hard copies and one (1) digital copy (CD or flash drive) of each response must be received before 4:00 p.m. PST on December 12, 2022

Solano Transportation Authority
423 Main Street
Suisun City, CA 94585-2473

DISCLOSURE: The master copy of each response to this RFQ shall be retained for official files and will become a public record after the award of a contract unless the qualifications or specific parts of the qualifications can be shown to be exempt by law (Government Code section 6250 et seq.). Each Responding Firm may clearly label part of a submittal as "CONFIDENTIAL" if the Responding Firm agrees to indemnify and defend the STA for honoring such a designation. The failure to so label any information that is released by the STA shall constitute a complete waiver of all claims for damages caused by any release of the information. If a public records request for labeled information is received by the STA, the STA will notify the Responding Firm of the request and delay access to the material until seven working days after notification to the Responding Firm. Within that time delay, it will be the duty of the Responding Firm to act in protection of its labeled information. Failure to so act shall constitute a complete waiver.

INTRODUCTION

The Solano Transportation Authority (STA) is a Joint Powers Authority comprised of members including the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo, and the County of Solano. The STA serves as the Bay Area County Transportation Agency (BACTA) for Solano County and is responsible for coordinating countywide transportation plans, programs, and projects under a Joint Powers Authority among the Cities and County of Solano. The agency therefore has a vested interest in ensuring that the region can benefit from all forms of transportation, including rail transit. Important goals of the STA include reducing single occupancy vehicle trips, promoting local and regional connectivity through Solano's transit systems, as well as improving safety and train operations reliability in Solano County.

This joint RFQ is for the selection of a consultant for one or both of two proposed rail studies: (1) the STA will take the lead in updating the Solano Rail Crossings Safety Improvement Plan, which will identify crossings most impacted by current rail traffic and identify at-grade safety improvements that are needed, and (2) the STA and the City of Vallejo will conduct a Feasibility Study to explore possible passenger rail services in Vallejo to and from surrounding areas. The STA may select one consultant for each study or one consultant for both studies.

BACKGROUND

In 2011, the STA completed the Solano Rail Crossing Inventory and Improvement Plan which created a comprehensive inventory of rail crossings in Solano County and identified a prioritized list of rail crossing safety projects. The project list was later updated in 2015 as part of the larger [Solano Rail Facilities Plan Update](#). Since the 2015 update, there have been an increasing number of accidents involving trains striking cars and pedestrians. Local growth has also increased auto and pedestrian/bicycle traffic crossing the railroad lines in Dixon, Vacaville, Fairfield, Suisun City and the adjacent unincorporated county.

STA is now looking for assistance in completing the *Solano Rail Crossings Safety Improvement Plan Update* which would identify crossings that have experienced accidents with trains and identify at-grade safety improvements that are needed. The study would consider current and future rail traffic levels, current and future traffic patterns and volumes near rail crossings, accident data, and land use sensitivities. The end-product will be a program of priority rail crossing safety projects in the County that will be used to pursue grant funding to deliver these identified grade-crossing safety improvement projects.

The [2003 Napa/Solano Passenger/Freight Rail Study](#) investigated the economic feasibility of possible passenger rail services on several existing lines between Napa and Solano Counties, including St. Helena, Napa Junction, Vallejo, and Suisun/Fairfield. The study objective was revisited in the [2015 Solano Rail Facilities Plan](#), which confirmed the original finding that passenger services connecting Napa to Solano would have a low feasibility due to the high up-front capital costs and limited ridership. Another recent study, the [SMART and SolanoExpress Station Feasibility Study](#), reviewed ridership potential in the County, including Vallejo, to identify the ideal location for the Solano Rail Hub Project.

The proposed *Vallejo Passenger Rail Study* will provide a comprehensive analysis that would target opportunities for passenger trains to serve the City of Vallejo. Specifically, the tasks for this study would include: the identification of existing conditions of rail lines and facilities; a catalogue of current public transit service options; and a listing of land uses in the project area in the City of Vallejo. Using data related to existing and projected travel patterns identified utilizing "Big Data" as a resource with these existing conditions, the Study will identify and assess the potential for passenger rail services between the City of Vallejo and the surrounding cities and counties. The Study will also provide a list of capital improvements and associated order of magnitude capital and operating costs that would be necessary to develop and serve a station(s) and a passenger rail service system in the project area. Ultimately, the *Vallejo Passenger Rail Study* will be adopted by the City of Vallejo and the STA Board to serve as a resource informing future stakeholder decisions.

SCOPE OF SERVICE TASKS

The STA intends to retain a qualified and committed professional planning, data collection, and analysis firm to develop the following components for the proposed rail studies:

Solano Rail Crossing Improvement Plan Update

1. Budget and Schedule
2. Review of Previous Studies
3. Review and Update Inventory of Rail Crossings throughout Solano County
4. Develop a Prioritized List of Rail Crossing Safety Improvements with Estimated Costs
5. Prepare an Implementation Strategy of Applicable Funding Sources and Grant Programs to Deliver Identified Projects
6. Compile a Solano Rail Crossing Safety Improvement Plan Update Report for Adoption by STA

Vallejo Passenger Rail Study

1. Budget and Schedule
2. Review of Previous Studies and Literature on Best Practices
3. Conduct Existing Conditions Report of Public Transit Options and Associated Rail Facilities in Vallejo
4. Conduct Travel Market Demand Forecasts with Consideration of Future Land Use Plans and Development of Conceptual Service Plans for Proposed Transit Services
5. Assessment of Community Impacts of a Potential Passenger Rail in Vallejo
6. Develop Proposed Order of Magnitude Capital and Operation Costs
7. Develop and Implement a Public Communications and Outreach Plan
8. Develop Conclusions
9. Compile a Vallejo Passenger Rail Feasibility Study for adoption by STA and the City of Vallejo

The STA may select two separate consultants for each rail study or one consultant for both studies.

Solano Rail Crossing Safety Improvements Plan Update

Task 1. Budget and Schedule

Develop detailed project budget and schedule. There will be a Kick-Off Meeting between STA and the selected consultant to negotiate the final budget and determine the final schedule with milestones to complete the tasks described in the Scope of Work.

Deliverable
1) Finalized budget and detailed project schedule.

Task 2. Review of Previous Studies and Literature on Best Practices

The Consultant will review previous studies related to the Solano Rail Crossing Safety Improvements Plan. The Consultant will also review best practices related to rail crossing safety projects and provide a summary of considerations. This information should include additional criteria to be used for prioritizing rail crossing safety improvements.

Deliverable
1) Summary of literature review/state of the practice highlighting current “best-practices” and summarizing suggested methodology for prioritization of projects going forward.

Task 3. Update Inventory of Rail Crossings throughout Solano County

The Consultant will review the inventory of Rail Crossings throughout Solano County and make updates, if necessary.

Deliverable
1) Summary of updates to the inventory of Solano Rail Crossings

Task 4. Develop Prioritized List of Rail Crossing Safety Improvements

The Consultant will develop a criteria to prioritize safety projects. Following, the Consultant will develop a list of rail crossing safety improvements and rank the projects based on the prioritization criteria. Cost estimates will also be developed for these identified projects.

Deliverable
1) Project Prioritization Criteria
2) Prioritized Projects List of Rail Crossing Safety Improvements with Cost Estimates

Task 5. Prepare Funding Strategy to Deliver Rail Crossing Safety Improvements

The Consultant will identify potential funding partners and applicable funding sources and grant programs to fund the identified projects. The Consultant will also prepare a program timeline of priority projects to advance these rail crossing improvements.

Deliverable
1) Funding Strategy to Deliver Rail Crossing Safety Improvements

Task 6. Public Outreach

The Consultant will prepare and implement a public communications/outreach plan for Solano County jurisdictions focused on raising awareness about rail crossing safety and promoting rail safety education.

Deliverable
1) Public Communications/Outreach Plan for Vallejo Passenger Rail Study
2) Report on Findings from Public Outreach

Task 7. Compile a Solano Rail Crossing Safety Improvements Plan Update Report for adoption by STA

The Consultant will compile a Solano Rail Crossing Safety Improvements Plan Update. The Consultant will present the findings at STA committees.

Deliverable
1) Draft and Final Report of <i>Solano Rail Crossing Safety Improvements Plan Update</i>
2) Presentation Materials

Vallejo Passenger Rail Study

Task 1. Budget and Schedule

Develop detailed project budget and schedule. There will be a Kick-Off Meeting between STA, the City of Vallejo, and the selected consultant to negotiate the final budget and determine the final schedule with milestones to complete the tasks described in the Scope of Work.

Deliverable
1) Finalized budget and detailed project schedule

Task 2. Conduct Existing Conditions Report on Facilities and Land

The Consultant will review the existing conditions of rail lines and facilities; a catalogue of current public transit and passenger rail service options; and a listing of land uses in the project area in the City of Vallejo.

Deliverable
1) Summary of existing conditions in the City of Vallejo

Task 3. Market Demand and Conceptual Transit Service Plans

The Consultant will use LBS “big data” and future travel market forecasts and land use plans to: (1) identify potential market demand; (2) determine what type of transit service (i.e., bus, light-rail, trains) would best meet projected geographic travel markets (i.e., Napa, Solano, Sonoma- Marin, East Bay, SF, et al) to/from Vallejo; and (3) develop conceptual service plans for such proposed transit services. The Consultant will develop a report summarizing their findings.

Deliverable
1) Summary of Market Demand and Conceptual Transit Service Plans

Task 4. Assessment of Community Impacts

The Consultant will determine and assess the impact(s) to the adjacent communities from a proposed rail service in the project area. This assessment includes, but is not limited to, impact to transportation options and transit access and congestion reduction, property encroachment, environmental issues, etc. The Consultant will develop a report summarizing their findings.

Deliverable
1) Summary of Community Impacts

Task 5. Proposed Order of Magnitude Capital and Operation Costs

The Consultant will provide a list of capital improvements that would be necessary to provide passenger rail services in the City of Vallejo. These improvements include, but are not limited to, rail side improvements, station platform, building, safety improvements, bus parking or dwelling needs, road and circulation improvements, and passenger amenities. Order of Magnitude cost estimates and timelines should be included.

Deliverable
1) List of recommended capital improvements to provide passenger rail service in the City of Vallejo

Task 6. Public Outreach

In close coordination with the City of Vallejo, the Consultant will prepare and implement a public communications/outreach plan to preview the initial draft findings to the Vallejo community with a focus on

understanding community concerns and support for a new passenger rail service, or new transit service(s), in their neighborhood(s).

Deliverable
1) Public Communications/Outreach Plan for Vallejo Passenger Rail Study
2) Report on Findings from Public Outreach

Task 7. Develop Conclusions and Compile a Vallejo Passenger Rail Study Report for Adoption by STA and the City of Vallejo

The Consultant will identify potential challenges and opportunities of a proposed SMART extension to Vallejo and determine feasibility and/or fatal flaws, and make a recommendation for next steps. The Consultant will also compile a Vallejo Passenger Rail Study Report. The Consultant will present the findings at STA committees and the City of Vallejo City Council.

Deliverable
1) Draft and Final Report of <i>Vallejo Passenger Rail Study</i>
2) Presentation Materials

LOCAL PREFERENCE POLICY

The STA has adopted a Local Preference Policy that encourages the hiring of local firms. While there is no goal for local firms for this Project, firms are encouraged to hire local firms(s). The STA has prepared a database of contact information for local firms for convenience purposes only and without guarantees as to the ability of such firms to provide the services. The Local Preference Policy and the Local Firms database can be obtained by contacting STA at (707) 424-6075 or can be found at <https://sta.ca.gov/work-with-sta/procurement-opportunities/>

RFQ SUBMITTAL REQUIREMENTS

This joint RFQ is for two proposed rail studies: the *Solano Rail Crossings Safety Improvement Plan Update* and the *Vallejo Passenger Rail Study*. Prospective consultants have the option to submit a proposal for one study or both studies. If applying for both studies, two separate proposals that address each project packaged into one binding should be prepared and submitted.

Please prepare your proposal in accordance with the following requirements.

1. **Qualifications:** The statement of qualifications (excluding resumes and the transmittal letter) shall not exceed a total of 10 single-sided, 8.5" x 11" pages. Include sample projects or similar examples of past projects. Resumes shall be included in an appendix.
2. **Transmittal Letter:** The proposal shall be transmitted with a cover letter describing the firm's/team's interest and commitment to the proposed study/studies. The letter shall state that the proposal shall be valid for a 90-day period and should include the name, title, address, and telephone number of the individual to whom correspondence and other contacts should be directed during the consultant selection process. The person authorized by the firm/team to negotiate a contract with STA shall sign the cover letter.

Address the cover letter as follows:

Kathrina Gregana, Assistant Planner
Solano Transportation Authority
423 Main Street, Suisun City,

3. *Project Understanding:* This section shall clearly convey the consultant’s understanding of the nature of the work, including coordinating with Amtrak, Capitol Corridor JPA, and/or Freight Rail Carriers.
4. *Qualifications and Experience:* The proposal shall provide the qualifications and experience of the consultant team that will be available for the proposed study/studies. Please emphasize the specific qualifications and experience from projects similar to these projects for the Key Team Members. Key Team Members are expected to be committed for the duration of the project. Replacement of Key Team Members will not be permitted without prior consultation with and approval of the STA.
5. *Cost:* A cost proposal should be submitted in a separate sealed envelope titled “Solano Rail Crossings Safety Improvements Plan Update - Consultant Costs” and/or “Vallejo Passenger Rail Study - Consultant Costs,” depending on which study the Consultant is applying for. The cost submittal should indicate the number of anticipated hours by the Project Manager and Key Team Members. The estimated level of hours for other staff can be summarized in general categories.

Please include a list of personnel positions proposed for performance of the services and the hourly salary range of each classification (including subconsultants).

6. *Quality Control/Quality Assurance Plan:* The consultant shall include in the proposal their Quality Control/Quality Assurance Plan that will be implemented on this project. The Plan shall be specific to the key personnel and included in the schedule for the project.
7. *References:* For each Key Team Member, provide at least three references (names and current phone numbers) from recent work (previous three years). Include a brief description of each project associated with the reference, and the role of the respective team member.
8. *Submittal of Qualifications:* Four (4) hard copies and one digital copy (CD or flash drive) of your qualifications are due at the STA office no later than 4:00 p.m., Monday, December 12, 2022.

SELECTION OF CONSULTANT & CRITERIA

Once the top firm/team has been determined, STA staff will start contract negotiations with the firm/team. If contract negotiations are not successful, the second ranked firm/team may be asked to negotiate a contract with STA, etc. Provided the negotiations are proceeding well, the STA may elect to initiate a portion of the work scope with a Notice to Proceed (NTP), prior to execution of the contract.

- Understanding of the work to be done - 25
- Experience of assigned staff with similar types of work- 30
- Experience working with Capitol Corridor, Amtrak, Freight railroads, and CalSTA - 15
- Financial responsibility - 10
- Demonstrated Technical Ability of the Team/Firm – 10
- Experience working with the seven cities and unincorporated County - 10
- Total: 100

SELECTION SCHEDULE

November 8, 2022	RFQ released
November 18, 2022	Deadline for questions concerning the RFQ emailed to Kathrina Gregana (kgregana@sta.ca.gov) no later than November 18, 2022

November 29, 2022	All questions and answers will be posted on the STA website
December 12, 2022	Proposals are due no later than 4:00 PM. Late submittals will not be accepted.
Week of January 9, 2023	Consultant Interviews
Week of January 16, 2023	Consultant Selection

Solano Rail Crossing Safety Improvements Plan Update - Schedule (Proposed)

MEETING*	DATE (PROPOSED)
Kick-off Meeting (STA and Consultant)	January 2023
Task 1. Budget and Schedule	February 2023
Task 2. Review of Previous Studies and Literature on Best Practices	March 2023
Task 3. Update Inventory of Rail Crossings throughout Solano County	March 2023
Task 4. Develop a Prioritized List of Rail Crossing Safety Improvements	April 2023
Task 5. Prepare Funding Strategy to Deliver Rail Crossing Safety Projects	May 2023
Task 6. Compile a Solano Rail Crossing Safety Improvements Plan Update Report for adoption by STA	June 2023

Vallejo Passenger Rail Study - Schedule (Proposed)

MEETING*	DATE (PROPOSED)
Kick-off Meeting (STA and Consultant)	January 2023
Task 1. Budget and Schedule	February 2023
Task 2. Conduct Existing Conditions Report on Facilities and Land Use	March 2023

Task 3. Market Demand and Conceptual Transit Service Plans	April 2023
Task 4. Assessment of Community Impacts	May 2023
Task 5. Proposed Order of Magnitude Capital and Operation Costs	June 2023
Task 6. Public Outreach	August 2023
Task 7. Develop Conclusions and Compile a Solano Rail Crossing Safety Improvements Plan Update Report for Adoption by STA	September 2023

If you have any questions regarding this RFQ, please contact:

Kathrina Gregana
Assistant Planner
Solano Transportation Authority
423 Main Street, Suisun City
CA 94585-2473
Phone (707) 399-3230
Fax (707) 424-6074
kgregana@sta.ca.gov

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PROTEST AND APPEALS

Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the Solicitations or Notice of Intent to Award a contract may protest to the Executive Director. The protest shall be submitted in writing to the Executive Director within seven (7) working days after such aggrieved person or company knows or should have known of the facts giving rise thereto. All letters of protest shall clearly identify the reasons for the protest. The protest also must state the law, rule, regulation, or policy upon which the protest is based. The Executive Director shall issue a written decision within ten (10) working days after receipt of the protest. The decision shall; state the reason for the action taken; and inform the protester that a request of further

administrative appeal of an adverse decision must be submitted in writing to the Clerk of the STA Board of Directors within seven (7) working days after receipt of the decision by the Executive Director.