



REQUEST FOR QUALIFICATIONS

To Provide

Professional Design Services

For

THE VAIL TRANSPORTATION CENTER EXPANSION

October 8, 2024

Town of Vail
Department of Public Works and Transportation
Vail, Colorado

REQUEST FOR QUALIFICATIONS
by:
TOWN OF VAIL
DEPARTMENT OF PUBLIC WORKS
October 8, 2024

ADVERTISEMENT AND NOTICE OF INVITATION

REQUESTS FOR QUALIFICATIONS AVAILABLE:

Request for Qualifications, including response submittal requirements for:

THE VAIL TRANSPORTATION CENTER EXPANSION

Will be available for download online at the following web address: www.vail.gov . All proposers who download the RFQ must register with Tom Kassmel at tkassmel@vail.gov to be added to the plan holder’s list and receive future updates. Failure to do so may result in disqualification. All questions shall be directed to Tom Kassmel at the above e-mail address.

RESPONSE INFORMATION:

Statement of Qualifications are due by **4:00 PM (MST)**.....**November 1, 2024**

One (1) electronic (PDF) (5 MB max) copy shall be

Delivered to:

Town of Vail
Department of Public Works
1309 Elkhorn Drive
Vail, Colorado 81657
Attn: Tom Kassmel
tkassmel@vail.gov

Pre-Submission Meeting 1:00 P.M. (MST).....October 22, 2024

Location: Same as above, virtual will be made available

RFQ Questions deadline at 5:00 pm (MST).....October 25, 2024

Response to RFQ Questions.....October 29, 2024

SOQ Due at 4:00 pm (MST).....**November 1, 2024**

Short Listed consultants notified.....November 15, 2024

Interviews Conducted (If Necessary).....November 18-22, 2024

Anticipated Contract Award.....December 3, 2024

Project Start.....December 9, 2024

Project Phase I & II Completion.....September 30, 2025

Project Phase III & IV Completion.....November 30, 2026

All consultants are encouraged to attend the Pre-Submission meeting, however, attendance of the meeting is not mandatory.



**Invitation for:
Request for Qualifications
To Provide Professional Design Services
For
The Vail Transportation Center Expansion**

October 8, 2024

SECTION I. Introduction

The Town of Vail, Colorado is seeking Statements of Qualifications (SOQs) for professional services from qualified teams for Engineering, Urban Design, and Architectural design services to complete design services for the expansion and enhancement of the Vail Transportation Center so that it may provide capacity for future transit and mobility needs over the next 50 years. The design services will include the review of the recently adopted Vail Mobility and Transportation Master Plan, Go Vail 2045, public outreach and engagement, analysis and evaluation of mobility and transit needs in Vail, development and analysis of conceptual design alternatives along with cost estimates, and selection of a preferred alternative based on project developed criteria. The study will address all aspects of the design of a transit mobility center, as well as alternative solutions that may achieve the same goal. The study will assess facility needs and all modes of transportation that may be included in a transit center, including; bus service from multiple carriers, shuttle services, general passenger/skier drop-off and pick-up, bike share station/storage, and pedestrian/vehicular flows. A portion of this project is funded with Multi-model Mitigation Option Funds (MMOF).

SECTION II. Background

The Town of Vail owns and operates one of the largest free transit systems in the nation which complements the many other public and privately run transit-oriented operations that transport guests and residents of Vail throughout the Valley. The current location of Vail's Transportation Center is on top of the Vail Village Parking Structure. The Vail Transportation Center (VTC) functions as the hub for Vail's bus service, Eagle County's Regional Transit Authority bus service to Vail, now CORE Transit, Bustang, Pegasus, Greyhound, charter tour buses, hotel

shuttles, taxi and limousine services, airport van shuttle services, recreation tour operators shuttles, transportation as a service providers and general passenger pick-up/drop-off. The VTC also provides public parking, commercial space, and various public amenities. This facility is well used and currently over its intended capacity. The need for expanded facilities and/or satellite hubs has grown and the time to implement this expansion has come.

In 2011 the Town developed the Lionshead Transit Center (LHTC) as an additional transportation center/hub, located adjacent to the Lionshead Village. Lionshead Village is the second most used portal to Vail Mountain and contains a base village that continues to be revitalized due to redevelopment opportunities. A transit hub in Lionshead provided improved service to Lionshead Village and to some extent relieved capacity issues at the VTC and provided an alternate location for arriving guests. The LHTC enhanced this major access portal, with the ability to handle many of the same functions as the Vail Transportation Center with a high level of guest services expected at a world class resort.

However, with continuously increasing transit and mobility demand through changes overtime the VTC has outgrown its existing capacity. One significant change that has and will increase demand is the creation of the Eagle County Regional Transit Authority, CORE Transit, that has and will bring increased service to Vail. A second is the increased service to Vail from Bustang and Pegasus. This project will address increased demand needs in the short term and long term, which may include high speed rail, Advanced Guideway System (AGS), between Denver and Eagle County Airport as identified in the I-70 PEIS Record of Decision or an interim Bus Rapid Transit (BRT) from Denver.

Go Vail 2045 – The Vail Mobility and Transportation Master Plan, recently adopted, has provided a master plan level overview of the transit and mobility needs in Vail, and highlights the expansion of the VTC. The assumption is that an expansion will need to occur in its current location; however, this study will need to confirm this assumption and develop concepts to achieve the Master Plan's goals.

SECTION III. Scope of Services

The Town is soliciting for a Statement of Qualification from design teams interested in completing The Vail Transportation Center Expansion project which will include development and evaluation of multiple concept alternatives, selection of a preferred alternative, leading to the preparation of design development drawings & entitlements and final design/construction documents. The Town is seeking a qualified team of transit/traffic engineers, urban designers/architects, roundabout designers, and civil/structural engineers with the ability to perform comprehensive transit, transportation and facility design and analysis, provide creative design solutions, work effectively with the Town staff, citizen boards and the public, and to prepare documents for the Town of Vail to use to prepare design development designs and go through the design entitlement process and final design.

Teams who have extensive knowledge and design experience with transit facilities, context sensitive design solutions within a resort environment, parking structures and roundabout design and analysis will be given preference. Teams are encouraged to submit examples of successful projects that they have implemented that have similar challenges, solutions, and necessary coordination.

The project will address all aspects of the design of a transit hub and enhanced transportation facilities, as well as alternative solutions that may achieve the same goal. The project shall assess facility needs including opportunities for appropriate public amenities, opportunities for commercial space expansion, all modes of transportation that may be included in a transit hub, including; bus service from multiple carriers, shuttle services, taxi's, bike share/storage, general skier drop-off and pick-up, short term parking and pedestrian/vehicular flows. A key element to a successful design will be a solution that addresses the key challenges and constraints of the existing VTC site, which include;

- the limited available expansion area surrounding the VTC,
- the current age and condition of the 1200 vehicle Vail Village Parking Structure that the VTC is built on, which was constructed 40+ years ago,
- the ability for all transit vehicles to easily enter and exit the VTC during peak traffic times along the South Frontage Road,
- the consideration of how an additional major portal to Vail Mountain with significant Transit needs and a potential Transit Center will affect the needs at the VTC,
- the ability to adapt to future changing conditions and the potential for a future connection to an AGS, BRT or rail along I-70.

The general scope of work shall include the following phases and key elements:

Phase I- Goals and Needs Review and Initial Programming Concept Analysis

1. Review and confirm (or modify if necessary) the goals and needs of the project as identified in the Vail Mobility and Transportation Master Plan.
2. Determine and understand the necessary community goals and needs specific to the VTC expansion and establish criteria for design program elements.
3. Review and confirm the feasibility of expansion at the proposed VTC site and other alternative sites as necessary. Assess the solutions as presented in the Vail Mobility and Transportation Master Plans and other relevant documents.
4. Conduct and complete a Title VI Equity Analysis comparing the impact on minority and low-income persons of siting the facility at each potential location. The analysis will be submitted to CDOT for review and approval.
5. Provide creative and resort context sensitive conceptual design alternative elements in addition to the solutions assessed above.
6. Establish an overall project budget for the project based on initial project programming and concept element analysis. The project budget should include all costs the owner will expend over the duration of project.
7. Recommend improvements to move forward to more comprehensive conceptual designs.

8. Identify potential funding sources which are available to pursue for implementation, including revenue opportunities.
9. Provide necessary public outreach to complete this Phase. The Town will utilize www.engagevail.com as a part of the necessary public process. The design team will be required to provide the necessary information, exhibits, reports, presentations to post on the project website throughout the duration of the project. The Town of Vail staff will post the provided information and monitor comments and questions from the public. Please reference similar projects <https://www.engagevail.com/govail2045> for level of detail necessary. Surveys can be posted to this project site as well when/if deemed necessary. See below for expected Meetings and Presentations.

Phase II- Conceptual Designs

1. Refine concept alternatives from analysis in Phase I to those that are determined to be most feasible.
2. Provide three (3) developed conceptual designs for the VTC expansion and associated transportation improvements. These shall include all the necessary related improvements. Provide:
 - a. Site property & topographic survey
 - b. Concept site plans (i.e. Transit Mobility site plan, access, frontage road improvements)
 - c. Architectural elevations and renderings along with building and space layouts.
 - d. Transit, Traffic, pedestrian circulation plans.
3. Analyze the three (3) developed concept alternative solutions.
 - a. Provide pros and cons, site impacts, number of anticipated uses that can fit on the/each site.
 - b. Provide traffic operations analysis, including number of required bus/shuttle/vehicular stalls, turnover rates, conflict points, levels of service at intersections/roundabouts.
 - c. Provide preliminary cost estimates for each alternative.
 - d. Provide implementation phasing plans for each alternative.
4. Assess environmental and land acquisition impacts of each plan, if any.
5. Assess compatibility with and life expectancy of the Vail Village Parking structure.
6. Rank alternatives per criteria established in Phase I.
7. Provide necessary public outreach to complete this phase as described in Phase I. See below for expected Meetings and Presentations.

Phase III- Design Development

1. Identify the preferred concept alternative to move forward into the Design Development phase and process. See below for expected Meetings and Presentations.
2. Provide design development drawings (30%) for the preferred concept alternative for the VTC expansion and associated transportation improvements. These shall include design drawings for all the necessary related improvements to receive Design Development approval from the Town of Vail's Planning and Environmental

Commission, Design Review Board, Town Council, and CDOT as necessary for access improvements.

3. Complete NEPA environmental assessment of the project. For proposal development purposes assume a Categorical Exclusion finding.
4. Ensure all stages of design are in compliance with the requirements of the Americans with Disabilities Act (ADA), FTA guidance, and any other federal, state, and/or local laws, rules and/or regulations, as well as the standards contained in the document "ADA Accessibility Requirements in CDOT Transportation Projects" and CDOT Procedural Directive 605.1, "ADA Accessibility Requirements.
5. Further refine funding opportunities and assist in preparing grant applications, and other project background related to funding submittals.

Phase IV- Final Design and Construction Documents

1. Based on the approved Design Development Documents and approved Entitlements from Phase III prepare Final Design and Construction Documents, providing formal submissions at,
 - a. 50% Design
 - b. 90% Design
 - c. 100% Design
 - d. Bid Documents, Plans, and Specifications
 - e. Final Permitting and Construction Documents
2. Ensure all stages of design are in compliance with the requirements of the Americans with Disabilities Act (ADA), FTA guidance, and any other federal, state, and/or local laws, rules and/or regulations, as well as the standards contained in the document "ADA Accessibility Requirements in CDOT Transportation Projects" and CDOT Procedural Directive 605.1, "ADA Accessibility Requirements.
3. Ensure all stages of design are in compliance with Federal and State requirements, as the construction of this project is anticipated to receive Federal and State funding.

Meetings and Presentations

The consultant shall include within their work schedule regular meetings and presentations. Presentations and presentation documents will be required at various meetings with Town Boards, Town Council, and the public as necessary to review the project progress and provide input and direction. Due to the complex nature of this project, it is anticipated that at least 50% of Team meetings will need to be in person along with all public meetings, including PEC, DRB and Town Council meetings. The following number of meetings may be anticipated for this project at a minimum:

Phase I & II

- A. Bi-weekly Team Meetings as needed (12 meetings)
- B. Public Input meetings (2 meeting)
- C. Planning and Environmental Commission meetings (PEC) held on the 2nd and 4th Monday of every month (Assume 1 meeting)

- D. Town Council meetings held on the 1st and 3rd Tuesday of every month (Assume 4 meetings)

Phase III & IV

- A. Bi-weekly / monthly Team Meetings as needed (18 meetings)
- B. Planning and Environmental Commission meetings (PEC) held on the 2nd and 4th Monday of every month (Assume 2 meetings)
- C. Design Review Board meetings (DRB) held on the 1st and 3rd Wednesday of every month (Assume 2 meetings)
- D. Town Council meetings held on the 1st and 3rd Tuesday of every month (Assume 3 meetings)

Receivables

The consultant shall submit the following as required during the project:

- A. 2 paper copies and PDF files of each submittal of technical draft reports and plans
- B. 1 copy (color as necessary) in 8.5x11 and 11x17 format of the required presentation documents and draft reports/ plans for each PEC, DRB and Council meetings
- C. Adequate presentation documents for the public at the public meetings
- D. 2 color paper copies of the final approved written reports and approved plans, along with electronic copies in the following formats as required: PDF, Microsoft Office software files and AutoCAD files.

SECTION IV. Information Provided

The Town of Vail has the following data that may be used for the purposes of this study:

1. Aerial topographic maps in AutoCAD with 1' contours of the area. (2021)
2. Aerial photos (2024) maps.vail.gov
3. Relevant Transportation Master Plan Documents including the recently adopted Vail Mobility and Transportation Master Plan (Go Vail 2045) which includes program needs and (2) concepts. <https://www.vail.gov/government/departments/public-works/engineering-admin-construction-inspections/vail-transportation-master-plans-studies>
4. Existing Structural analysis of the Vail Village Parking Structure (Q4 2024)
5. Updated Vail Transit Route Optimization Plan (Q1 2025)
6. Eagle Valley Transit Authority Plan(s) www.evta.colorado.gov

SECTION V. Required SOQ Submittal

This Section contains detailed instructions to which Proposers must adhere in the preparation and submittal of proposals to the Town of Vail. For purposes of evaluation, Proposers are advised that the proposal content, completeness of information, clarity, ease of reference and effectiveness in demonstrating the qualifications of the Proposer is most important.

One (1) signed electronic copy (PDF) shall be submitted to the Town of Vail.

Proposals must include the following information to be considered:

- A. Cover letter describing the interest the Proposer has in working on the project and what uniquely sets them apart from other equally qualified Proposers.
- B. Professional background information about the Proposer including an indication of who is the project lead and the firm or entity responsible for execution on behalf of the team.
- C. Description of relevant experience. Specifically, mobility and transportation center planning and design for municipalities of similar size and magnitude in mountain resort communities similar to Vail, Colorado. Please provide at least three (3) references from relevant project experience including name, contact information, project date, and brief project description.
- D. Description of the firms/team's approach to the project, noting project understanding, unique challenges, assessments and project interpretation, and strengths that the individual, firm or team bring to this project. Please be clear and concise when describing the approach.
- E. Specify personnel to be assigned by name, position, specific office location, and commitment of time to the project. Attach resumes of assigned personnel. Please note the local preference for this project.
- F. The Proposer shall obtain and maintain in force for the term of an agreement the following insurance coverages. Certificates of insurance evidencing such coverages shall be furnished to the Town of Vail at the time of signing of an agreement. Prior to cancellation of, or material change in, any requisite policy, thirty (30) days written notice shall be given to the Town of Vail through its risk manager. All automobile liability and general liability policies shall include the Town of Vail as an additional named insured by policy endorsement.
 1. Automobile Liability (including owned, non-owned, and hired) in an amount not less than one million dollars (\$1,000,000) each occurrence and not less than two million dollars (\$2,000,000) general aggregate.
 2. Worker's compensation and employer liability in accordance with the Worker's Compensation Act of the State of Colorado for employees doing work in Colorado in accordance with this Agreement and with limits in an amount not less than five hundred thousand dollars (\$500,000) each accident and not less than one million dollars disease- policy limit and not less than one million dollars disease- each employee.
 3. Comprehensive General Liability (including personal injury) in an amount not less than one million dollars (\$1,000,000) per each occurrence and not less than two million dollars (\$2,000,000) in the aggregate.
 4. Professional errors and admission liability insurance in an amount not less than one million dollars (\$1,000,000) each claim and not less than two million dollars (\$2,000,000) in the aggregate.
- H. A written statement identifying any reservations, conditions or constraints related to the request for proposals.
- I. Upon selection, the selected Proposer shall execute an agreement with the Town of Vail acknowledging that all design work, including but not limited to plans, photographs, documents, reports, engineered drawings and Project work shall be completed in a professional and workmanship-like manner and that the Project work shall fully comply

with all applicable Town of Vail regulations and ordinances and State and Federal laws and requirements.

The Town of Vail reserves all rights to investigate the qualifications of any and all individuals and firms under consideration, to perform a financial audit of one or more firms, to confirm any part of the information furnished in a proposal, and to require further evidence of managerial, financial or professional capabilities which are considered necessary for the successful performance of work described in this RFQ. The Town of Vail reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received.

All proposals and supporting documents, except such information that discloses proprietary or financial information submitted in response to qualification statements, becomes public information held in custody of the Town of Vail after the proposal submittal date given in this RFQ. The Town of Vail assumes no liability for the use or disclosure of technical or cost data submitted by any Proposer.

Nevertheless, if a proposal contains information that the Proposer does not want disclosed to the public, or used for any purpose other than the evaluation of this offer, all such information must be indicated with the following or similar statement:

"The information contained on pages _____ shall not be duplicated, used in whole or in part for any purpose other than to evaluate the proposal provided; that if a contract is awarded to this firm as a result of the submission of such information, the Town of Vail shall have the right to duplicate, use or disclose this information to the extent provided in the contract. This restriction does not limit the right of the Town of Vail to use the information contained herein if obtained from another source."

All such nondisclosure items specified in the proposal shall be subject to disclosure as provided in Part 2 of Article 72 of Title 24, C.R.S. ("The Colorado Public Records Act") or as otherwise provided by law.

SECTION VI. Selection and Evaluation Process

Design Services for this project will be awarded in a Phased approach. Design team(s) will be selected based on qualifications, experience, performance, and overall understanding of the project and process. Final contract terms will be negotiated with the most successful team(s) for each Phase. The Town reserves the right to negotiate and award each Phase separately and to award to the same and/or different successful design team(s) based on performance and ability to negotiate a successful contract.

Upon review and evaluation of submitted SOQ's, the Town will initiate contract negotiations with the most qualified and successful design team. If contract terms cannot be agreed upon, the Town will initiate contract negotiations with the next most qualified design team.

It is anticipated that the initial contract will include Phase I and II, Goals/Needs Review and Concept Analysis and Design. Once a preferred concept option is identified Phase III, Design Development & Entitlements, will be awarded, followed by an award for Phase IV, Final Design and Construction Documents.

The most successful Proposer(s) will possess and demonstrate the following skills and abilities:

- Extensive knowledge and experience in mobility and transportation center planning and design projects with demonstrated success working with municipalities and resort community's; and be able to show how previous successes are transferable or otherwise adaptable to the Town of Vail's need for this process.
- Demonstrated ability to excel in the public engagement process, and the ability to manage and organize multiple stakeholders with varying ideas and priorities.
- Successful completion of similar plans or studies in a similar mountain resort environment as well as projects with similar site challenges, space constraints, solutions and necessary coordination.
- Demonstrated ability to complete projects on time and on budget with a commitment to the successful completion of the Project with the plan goals and objectives.
- Exceptional ability to develop and maintain professional relationships through effective communication, coordination, team building and integrity.
- Proven track record of successfully delivering projects in a collaborative process with multiple stakeholders and multi-disciplinary teams.
- Demonstrated ability to make progress on multiple tasks in a dynamic and ever-changing process and resolve conflicts in communication, coordination, schedule, etc.
- Demonstrated ability to negotiate a professional fee that is competitive and based upon the scope and quality of the work to be provided and the ability to bring the project in on budget and on time.

SECTION VII. General Information

Limitations and Award

This RFQ does not commit the Town of Vail to award or contract, nor to pay any costs incurred, in the preparation and submission of proposals in anticipation of a contract. The Town of Vail reserves the right to reject all or any submittal received as a result of this request, to negotiate with all qualified sources, or to cancel all or part of the RFQ. After a priority listing of the final firms or teams is established, the Town of Vail will negotiate a contract with the first priority firm. If negotiations cannot be successfully completed with the first priority firm, negotiations will be formally terminated and will be initiated with the second most qualified firm and, likewise, with the remaining firms.

Selection

Initial evaluation will be based upon the qualifications of the Proposer. The Town of Vail reserves the right to waive interviews, and to make its final selection based solely upon the qualification statements and evaluation criteria.

Equal Employment Opportunity

The selected consultant team will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.

Contract Phasing

Proposed tasks within this RFQ may be eliminated or expanded by the Town of Vail at any time due to the progression and sequencing of the scope of work. The contract for professional services will be adjusted accordingly.