

March 29, 2022

Dear Consultant:

Citizens for Modern Transit (CMT) is requesting the services of a consulting design firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your proposal to no more than 4 pages. This proposal should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, your budget, project details and other projects your company has recently completed or are now active.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit proposals as prime consultants for this project they feel can be managed by their firm.

We request all proposals be received by 4 pm, April 20, 2022 at **Citizens for Modern Transit, 911 Washington, Ste. 200, St. Louis, MO 63101** and at **kcella@cmt-stl.org**. Please provide 4 hard copies and email the proposal to the email address above.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly M. Cella", with a stylized flourish at the end.

Kimberly M. Cella
Executive Director

Attachment

Building Ridership on Transit	
Federal Aid No.:	CMAQ-5456(618)
Location:	St. Louis Region
Proposed Improvement:	Increase in Ridership on the St. Louis transit system
Length:	May 2022-October 29, 2022
Approximate Construction Cost:	N/A
DBE Goal Determination	0%
Consultant Services Required:	<p>CMT is seeking a design/build team to be responsible for planning, coordination and implementing the N. Hanley Transit program in partnership with the Citizens for Modern Transit staff.</p> <p>Work products will include the following tasks:</p> <ul style="list-style-type: none"> • Coordinate the concept plan to County staff and transit agency as property owners and refine based on comments and concerns. Assist with needs for permitting. • Create a plan view rendering of the project, materials list, street cross section, cost estimates and possible product acquisition for the project. • Create a staging plan and installation check list that guides volunteer and team roles in mobilizing and delivering the final concept including coordination of all partners.
Other Comments:	
Contact:	<p><i>Kimberly Cella</i></p> <p><i>Citizens for Modern Transit</i></p> <p><i>911 Washington, Ste. 200, St. Louis, Mo 63101</i> kcella@cmt-stl.org www.cmt-stl.org/info@cmt-stl.org</p>
Deadline:	4 pm, April 20, 2022
Submit	
<p>Proposal should not exceed 4 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. <u>4</u> copies of the proposal</p>	

should be received at the address and by the time specified. Also an email copy must be received by deadline as well.	
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Citizens for Modern Transit

911 Washington, Ste. 200, St. Louis, MO 63101 www.cmt-stl.org 314.231.7272

The following criteria will be the basis for selection.

All proposals submitted in response to a CMT request for proposal (RFP) will initially be evaluated using the following criteria (each weighted equally):

- 1. Qualifications of person/firm conducting the work*
- 2. Proposal Quality*
- 3. Product samples – samples provided and/or on firm website need to be relevant to work being asked to be completed.*

Once the proposals are narrowed down to the top candidates using these criteria, the final selection will be determined with consideration to price and the above criteria. The proposal providing the best value to the project will be selected.

CMT will award the work to the responsible firm whose proposal is most advantageous to the project, with price and other factors considered. CMT reserves the right to reject any proposals deemed non-responsive to the RFP. CMT reserves the right to reject all proposals if the competitive process is not met and may reissue the RFP with or without changes.

Scope of Services

Public transit around the country continues to face declining ridership and revenues due to the upheaval of COVID-19. Even during these challenging times, public transit is delivering essential service and supporting millions of jobs and the economic health of communities in Missouri.

As a part of its recent grant, CMT is undertaking placemaking at transit stops/bus stops to promote the benefits of public transit, education on transit options, community campaigns, and transit access. CMT is seeking a firm to assist with these efforts at the N. Hanley project including planning, coordination and final delivery of the project in October 2022.

The programs would include design coordination, construction management as well as community outreach to connect stakeholders, residents and the transit agency. The goal will be to deliver a transit placemaking project in October while educating the public about the benefits of public transit.