

MAG Systems Management & Operations (SM&O) Plan

Request for Proposals

**Proposers Conference
March 24, 2016**



Purpose of RFP

Select the best qualified consultant to perform a comprehensive study, and produce an SM&O Plan to help guide the MAG region in making strategic investments needed to:

1. Build and expand essential technology infrastructure components
2. Support the efficient operation and management of key components of the region's transportation system

The Team We Are Looking For

- Has a deep understanding of SM&O
- Aware of national and international advances
- Fully understands the MPO planning process and familiar with SM&O in the MAG region
- Full of good ideas and should not rely on guidance and feedback from MAG – except where warranted

Proposed Tasks

Task 1: Identify best practices in urban TSM&O

- panel of experts
- opinion survey to identify 10 best SM&O practices
- review & summarize by six categories

Task 2: Review current and near-term ITS infrastructure and SM&O practices

- 4 subtasks

Task 3: Develop long term vision (2030) and Concept of SM&O

Proposed Tasks (Cont'd)

Task 4: Establish regional priorities for SM&O investments

- criteria for tiered road hierarchy
- initial list of facilities >> MAG approvals

Task 5: Develop initial SM&O Implementation Plan

- Phased plan for 2021 – 2030
- Implementation Cost
- TIP programming process

Task 6: Recommend data collection, performance measurement and reporting processes

Proposed Tasks (Cont'd)

Task 7: Recommend framework for annual SM&O performance review

Task 8: Final Report & Exec Summary
MAG SM&O Plan for FY2021-2030

Proposal Requirements

Number of pages must not exceed 40

Font at least 11 pt., line spacing 1.15

1. Identification – title sheet
2. Table of Contents
3. Organization & Approach
4. Work Plan
5. Preliminary Schedule – month1, month2
6. Staffing Plan
7. Resumes of Key Staff
8. Budget – Labor Cost Allocation (App. A)

Proposal Requirements (Cont'd)

9. Recent Examples
10. Additional Information
11. Professional Conduct Certification
12. Proposer's Information Form (App. C)
13. Debarment & Suspension Certification
14. Conflict of Interest
15. Confidential Portions Identification
16. Anti-Lobbying
17. DBE Requirements

Proposal Delivery & Opening

Ten (10) copies are required

Deadline: Noon on Friday April 8, 2016

**Public Opening at 12:05 pm – MAG Cholla
Room (second floor)**

Evaluation Criteria

- A. Demonstrated depth of understanding of: (1) the role of SM&O in urban multi-modal transportation systems, and (2) the transportation planning process
- B. Clarity of proposal – realistic approach, relevance to MAG region, enhancements
- C. Education and experience of key personnel
- D. Proven track record in this area of study since 2010. Clearly identify who worked in related studies.
- E. Availability of key personnel
- F. Price
- G. Ability and commitment to deliver
- H. Work priorities and flexibility to deal with changes

Potential Interviews of Short Listed Consultants

If necessary, in-person interviews of short listed consultants will be held between **1pm and 5pm on May 3, 2016**

Consultants selected for interviews will be notified by **5pm on April 25, 2016**

Plan ahead to have PM plus no more than two KEY members of the team available for the interview

Planned Schedule

- RFP Announcement – March 11th ✓
- Proposers Conference – 2:00pm March 24th ✓
- Proposals Due – Noon April 8th
- Review of Proposals – April 9th thru 25th
 - Interviews (if necessary) on May 3rd 1-5pm
- **ITS Committee Recomm. – May 4th 10 AM**
- **Mgmt. Committee Recomm. – May 11th**
- **Regional Council Exec. Committee Approval – May 16th**

Contract Development

- **Goal**: A signed contract by end of June 2016
- **Project kickoff**: August 2016
- **Project duration**: 16 months

Q & A

- All questions on this RFP should be emailed to: sjoshua@azmag.gov and will be accepted until **5PM on Monday March 28th**
- All questions and answers (including those asked here), today's sign-in sheet and Powerpoint slides, will be posted at the MAG website under RFPs & RFQs by **Noon on Thursday March 31st**

Thank You!

*Please make sure you have provided your
contact information on the Sign-In sheet*