

REQUEST FOR QUALIFICATIONS

Safe Streets for All: City of Obetz Safety Action Plan

Notice is hereby given that "Request for Qualifications" (RFQ) will be received by the City of Obetz until *March 11, 2026* for the development of a City of Obetz Safety Action Plan.

1) PURPOSE

The City of Obetz, Ohio ("City") is soliciting qualifications from qualified firms to provide engineering services for the City of Obetz Safety Action Plan ("Project").

This Project is funded in whole or in part with Federal grant funds. The City will use a qualifications-based selection process for engineering professional services. No pricing shall be submitted or considered during the initial evaluation. The City will evaluate qualifications, rank the most qualified firm(s), and negotiate fair and reasonable compensation with the highest-ranked firm.

2) PROJECT OVERVIEW

The City of Obetz ("City") is seeking professional services for the creation of a robust City of Obetz Safety Action Plan in accordance with the requirements of the US Department of Transportation's (USDOT) Safe Streets and Roads for All program.

The focus of the Safety Action Plan will be safety for all roadway users and reduction or elimination of roadway fatalities and serious injuries. The Safety Action Plan shall promote the ideas that traffic deaths are preventable and there should be integration of human failure into solutions.

This project will help identify feasible roadway safety improvement projects and strategies within the study area. The final Safety Action Plan is to be focused on all roadway users, including pedestrians, bicyclists, public transit users, motorists, personal conveyance and micromobility users, and commercial vehicle operators.

The consultant will collect data and perform analysis to identify problem areas in the city and develop a high-risk network. From the problems identified the consultant will provide policy solutions and develop prioritized safety projects. These solutions and policies will take into account the City's currently existing policies and upcoming projects. The consultant will also create an engagement plan that focuses on internal and external communication concerning the Safety Action Plan. The engagement plan will include engaging the community at large with emphasis on underserved communities, local businesses, and neighboring governing bodies. Finally, the consultant will create a final report detailing their findings, solutions, and an engagement plan.

3) SCOPE OF WORK

The project will follow all required guidelines as stated in the Notice of Funding Opportunities (NOFO) by the USDOT Safe Streets and Roads for All Discretionary Grant Program.

The safety action plan will require a comprehensive data-driven approach to effectively evaluate a list of strategies, policy changes, and projects for adoption by the City for future planning and outcomes of the 6-year Transportation Improvement Plan (TIP). Robust data collection and analysis of the City's roadways will be conducted and will include a data-driven crash analysis proposing safety improvements, development of a high-risk network, mitigation strategies, select local policy & practice

improvements, and design concepts and corridor/project recommendation. Also, an engagement program will be created to communicate internally and externally regarding the goals of the Safety Action Plan. Final documents prepared should present an actionable plan to improve the safety of all roadway users to significantly reduce or eliminate roadway fatalities and serious injuries.

Scope of Work

Project Objectives

The project objectives for this project are to develop a Comprehensive Safety Action Plan (CSAP) for the City of Obetz, Ohio that will support their application for a SS4A implementation grant.

Project Tasks

The study will be conducted in four phases, which are listed below with a brief description of each phase.

Phase 100 – Project Management	Keeping project goals, schedule and budget
Phase 200 – Study Content	Data Collection and Alternatives Development
Phase 300 – Report Development	Draft Report with Executive Summary
Phase 400 – Final Deliverables	Final Report with Executive Summary

Phase 100 – Project Management

- Develop and maintain a Project Management Plan.
- Develop and maintain a schedule with milestones, which identifies the different tasks associated with the project.
- Kickoff meeting with key staff; develop overview and discussion of Safety Task Force (STF) and upcoming project and schedule.
- Develop and maintain high level Public Involvement Plan/approach for this planning process.
- Prepare monthly invoices and progress reports.

Phase 200 – Study Content

200.1 - Data Collection

- Request data from Ohio DOT crash database; recommended to start with at least a 10-year dataset, if historical data is available.
- Obtain up-to-date GIS files of the city limits and environmental justice areas from the city or online through readily available sources.
- Review any other data available for use as part of the plan.

200.2 - Data Analysis

- Conduct regional trend analysis (severity, contributing factors, crash types)
- Conduct emphasis area analysis for up to 5 issue areas
- Conduct network screening analysis to identify up to 60 hot spot locations
- Conduct systemic analysis for up to one emphasis area
- Road Safety Audit (RSA) or safety tour of one corridor or site
- Draft technical memorandum with data analysis findings and maps
- Review and comment on how the CSAP and Vision Zero policies could fit into other city plans (e.g., comprehensive plan)

200.3 – Countermeasures Toolbox

- Based on the emphasis area, hot spot and systemic data, develop a toolbox of countermeasures to aid in safety countermeasure selection. Examination of crash modification factors (CMF) from the CMF clearinghouse or other FHWA proven countermeasures will drive the toolbox.

Phase 300 – Report Development

- Develop a Draft Report summarizing the analysis, methodology and recommendations from the Study Content Phase, an electronic copy of the Draft Report including an Executive Summary will be delivered to the City.

Phase 400 - Final Deliverables

The final deliverables of this project will be developed with input from the City of Obetz. Final deliverables will include the following:

- A Final Report summarizing the analysis, methodology and recommendations from the Study Content Phase, an electronic copy of the Final Report including an Executive Summary will be delivered to the City.

4) SUBMISSION REQUIREMENTS (ONE-PAGE SOQ)

A. Submission Instructions

- o All RFQ responses must be delivered in a single document by the consultant to the City SS4A Action Plan Project Manager, Michael Corbitt, via email at mcorbitt@obetz.gov. RFQ responses are due no later than March 11, 2026, at 12:00 PM

B. Required One-Page SOQ Content

At a minimum, the SOQ shall include the following:

- o **Firm Information and Contact**
 - Firm name
 - Primary contact person
 - Phone number
 - Email address
- o **Relevant Qualifications and Experience**
 - Brief summary of the firm’s qualifications
 - Experience with similar transportation safety planning, corridor studies, or SS4A-related work
 - Experience with federally funded projects and applicable federal requirements
- o **Project Team**
 - Identification of key staff proposed for this project
 - Brief description of each team member’s role and relevant experience
- o **Project Approach**
 - A brief statement describing the firm’s understanding of the project and overall approach to completing the work
- o **References**
 - At least one (1) reference for a similar project, including:
 - Organization name
 - Contact name
 - Phone number and/or email address

C. Page Limit

- o The SOQ is limited to one (1) page total
- o A separate cover/email transmittal with firm name and contact information is permitted and does not count toward the one-page limit
- o The City may reject submissions exceeding the page limit or disregard excess content

5) MINIMUM QUALIFICATIONS

To be considered, a respondent must:

- o Be authorized to do business in Ohio
- o Possess required professional licensure for the services offered
- o Be qualified to perform the requested A/E services
- o Be able to comply with applicable federal grant requirements and contract provisions
- o Not be suspended or debarred from participation in federally assisted contracts

Subconsultants are permitted; however, the prime firm remains responsible for performance and coordination.

6) QUESTIONS / ADDENDA

Questions regarding this solicitation must be submitted in writing to the RFQ Contact by March 5, 2026 at 12:00 PM. The City may issue clarifications or addenda in writing. Oral statements are not binding.

7) EVALUATION AND SELECTION

The City will evaluate SOQs and may rank firms based on qualifications, competence, and demonstrated ability to perform the services.

The City may, in its discretion:

- o request clarifications,
- o conduct interviews,
- o check references,
- o shortlist firms,
- o or proceed directly to ranking and negotiation.

Evaluation Criteria (Example)

The City expects to consider factors including:

- o Relevant firm experience with similar projects
- o Qualifications of proposed key personnel
- o Project fit / demonstrated understanding
- o Capacity and availability to meet schedule
- o Public-sector and/or federally funded project experience

No pricing will be considered at this stage.

The City will negotiate scope, schedule, and compensation with the highest-ranked firm. If negotiations are unsuccessful, the City may terminate negotiations and proceed to the next-ranked firm.

8) FEDERAL FUNDING / COMPLIANCE

Because this Project involves Federal grant funding, the selected firm must comply with applicable Federal requirements, including contract provisions and certifications as required by the funding source and/or pass-through entity. The City may require additional forms and certifications prior to contract award.

9) PROCUREMENT PROCESS

This solicitation is a qualifications-based procurement for engineering professional services.

- o Do not submit pricing, fees, hourly rates, cost proposals, or compensation information.

- o Price is not an evaluation factor for this solicitation.
- o The City will negotiate compensation only after selecting/ranking the most qualified firm.

Any pricing information submitted in response to this solicitation may be rejected, disregarded, or result in disqualification, in the City's discretion.

The City may enter into a contract with the selected consultant following Section 8.02 – Contracting Power and Procedures in the City of Obetz Charter.

10) RESERVED RIGHTS

The City reserves the right, in its sole discretion, to:

- o reject any or all submissions;
- o waive minor informalities or irregularities;
- o request additional information or clarifications;
- o cancel, revise, or reissue this solicitation;
- o interview any, all, or no respondents;
- o award all, part, or none of the services;
- o negotiate with the highest-ranked firm and, if necessary, subsequent firms;
- o take any action the City determines to be in its best interest consistent with applicable law and funding requirements.

Issuance of this solicitation does not obligate the City to award a contract or reimburse any respondent for costs incurred in preparing a submission.

RFQ INFORMATION:

RFQ No.: 001

Issue Date: February 25, 2026

SOQ Due Date/Time: March 11, 2026 at 12:00 PM

Submission Method: Email

RFQ Contact: Michael Corbitt, PE / City Engineer / mcorbitt@obetz.gov / 614-409-4406