

Town of Vienna: Draft RFP

Professional Services- Maple Avenue Transportation Study.

1. Introduction

1.1 General

The Town of Vienna, Virginia is soliciting proposals from qualified consulting teams to provide professional services in the preparation of a transportation study for the Town's primary retail corridor, Maple Avenue. Vienna's Town Council recently adopted a Comprehensive Plan that suggests the need for additional studies and implementation strategies to deal with critical issues in the Town. Traffic on Maple Avenue is considered the Town's most pressing issue in need of further study. The Town's vision for Maple Avenue is to create pedestrian friendly and active streets. This effort will include the likely redevelopment of 1/3 of Maple Ave, continued redevelopment under the Church Street Vision a construction of a centralized structured parking garage.

The consultant will be expected to thoroughly evaluate Maple Avenue and all side street traffic and circulation patterns as well as a variety of Maple Avenue corridor options as illustrated in **Attachment A**. Critical to the task of realizing the Town's vision for Maple Avenue is soliciting public input from stakeholders. The consultant will host a charrette exercise in an open public forum involving Town staff, Council, the Planning Commission, Transportation Safety Committee and local interested business owners and residents. Each option will be thoroughly vetted for opportunities and constraints. Findings and recommendations will be presented and discussed at a joint work session(s) and public hearing(s) as needed.

The consultant's work on this project is anticipated to begin January 2017, with completion by the end of June 2017.

1.2 Goal

Today, society is moving toward a more sustainable way of life. The Town of Vienna leaders likewise are aspiring to create a sustainable high-quality place to live, work, and play. Streets are fundamental to this shift. They define the Town's system of movement; create connections between places, and offer opportunities to create unique space in different parts of the Town. There is an increasing realization that the right-of-way is a critical and under-recognized resource for transformation, with new models being tested to create a better public realm, support balanced multi-modal transportation options, and provide a true sense of place.

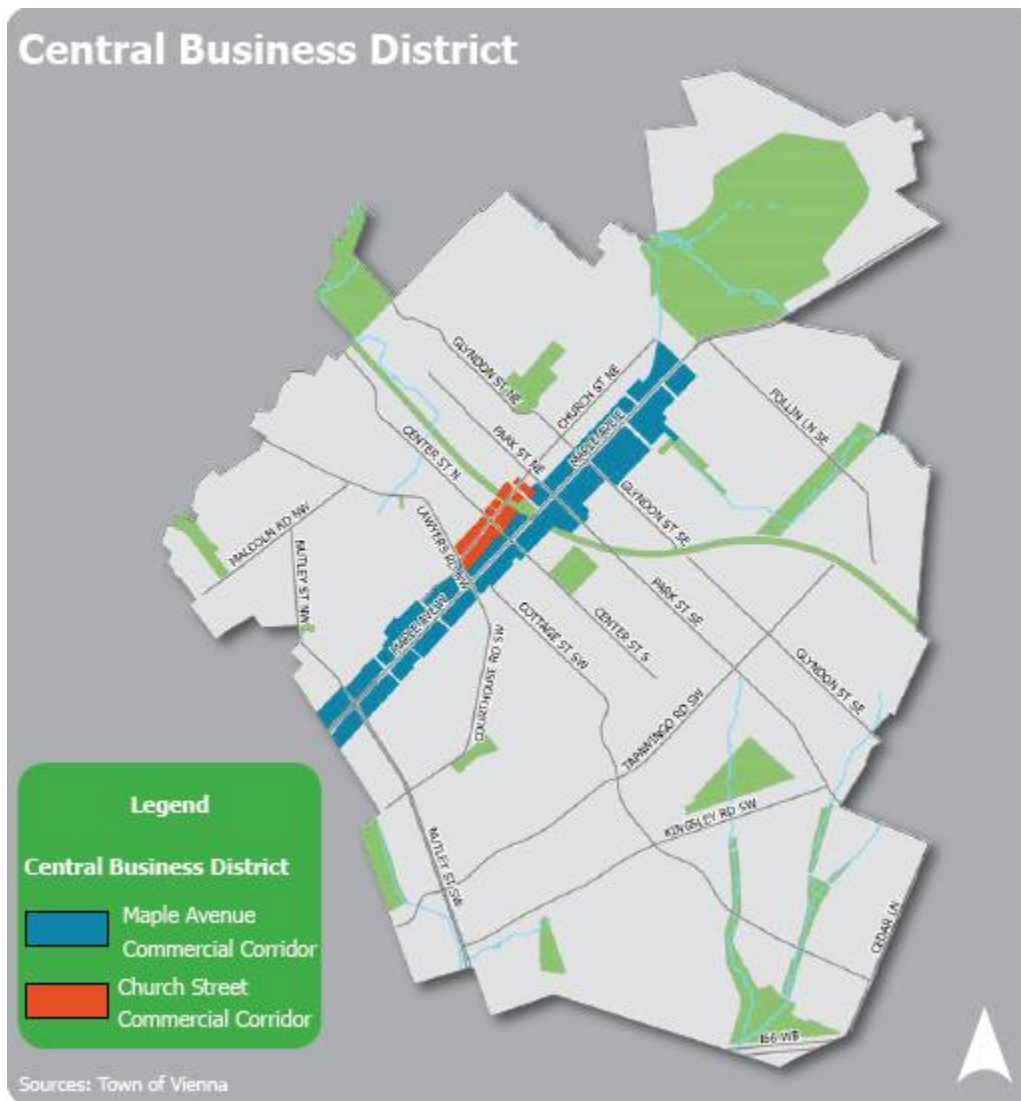
Street should be more than just places to drive. Intelligent street planning can create good places for living, working, and playing; strengthen community interaction; encourage healthier ways of life; develop local economies; and promote urban patterns that are less dependent on fossil fuels. Thoughtful planning of the location, uses, and textures of the spaces in which we live encourages people to use public space more often, be more active, and possibly live healthier lives. A walkable community makes life easier and more pleasant for everyone, especially for vulnerable populations within the larger community whose transportation limitations reduce access to jobs, healthy food, health care, recreation, and social interaction.

1.3 Background

The Town of Vienna is located in central Fairfax County, ten miles west of the District of Columbia. The fifth largest town in the Commonwealth of Virginia, Vienna incorporates 4.4 square miles and has a population of almost 16,000. Vienna's leadership seeks to retain its "small town" atmosphere as a unique family community in a rapidly growing county. Maintaining a predominantly single family residential community with a distinct and vibrant Central Business District in an urbanizing Northern Virginia will require careful land-use planning and targeted redevelopment strategies which are embodied in the Towns Maple Avenue Corridor Overlay Zone or MAC. Effectively managing traffic on Maple Avenue is critical to the successful redevelopment envisioned with the approval of the MAC.

The surrounding region's changes include high intensity development at Tysons and Merrifield, located east of Vienna and west of the Capital Beltway. By 2050, Tysons will add 45 million square feet of new construction, and will be home to 100,000 residents and 200,000 jobs. Tysons is already the premier urban center in Fairfax County and Merrifield, a 775 acre area, located between I-66 and the Inova Fairfax Hospital campus, is emerging as the next great mixed use district. Considering these area changes, Vienna would like to differentiate the Town from these fast developing areas by designing a welcoming small town image.

1.3 Purpose and Overview



[Central Business District Map]

In 2014 the Town conducted a town-wide survey of residents to determine community priorities and the quality of Town-provided programs and services. Fifty-three percent of respondents believe that it is most important for the Town to focus on the traffic flow of Maple Avenue over the next two years

Vienna is located within an urbanizing region, and is surrounded and served by substantial highway and transit infrastructure. The Town's transportation network is generally defined by the single major commercial corridor (Maple Avenue), several arterial streets and an interconnected residential road network. However, the Town has limited influence regarding land use and transportation decisions made outside its jurisdictional limits, although they may directly affect the Town. In particular, Maple Avenue is subject to significant commuter traffic, as well as service decision-making by several multi-jurisdictional transit agencies.

Maple Avenue Vision

The new zoning district supports mixed-use development, including ground floor retail and office space, with residential and other complimentary uses on upper floors for those properties abutting Maple Avenue between James Madison Drive and East Street. The new zoning district provides height and mixed-use density incentives to support redevelopment that enhances the corridor through:

- New streetscape improvements
- Well-designed architecture
- Increased public amenities

In addition, this land use pattern is intended to help promote transit use by focusing density and mixed-use development along the corridor. The Maple Avenue Vision, as implemented through the MAC intends to be an important complement to the Town's stable residential neighborhoods. The corridor will provide a variety of housing, commercial space, and transit options that provide existing and future Town residents a choice in lifestyle which currently is not available. It is anticipated that 1/3 of maple Avenue will be redeveloped under the MAC.

Transform 66

The Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transportation (DRPT) are currently analyzing the I-66 corridor, with the aim to add capacity, increase multi-modal use and create more predictable travel times. Under the proposed plan, I-66 would be improved to provide an additional regular lane, two express lanes, and access between the express lanes and commuter parking facilities. It is expected the study will be completed in 2016, with construction to begin in 2017.

Tysons

In 2009, Fairfax County approved a new Comprehensive Plan for the Tysons area, establishing goals for 200,000 new jobs and 100,000 new residents by 2050 (they are currently working on updating their Comprehensive Plan). The transformation of Tysons into a major urban activity center will have impacts on the surrounding transportation network, including the Town of Vienna. Today, the vast majority of people traveling to, from, within and through Tysons do so using private automobiles. As such, this study aims to provide a more cohesive vision for the Town's transportation needs and specific recommendations to address the challenges faced by local and regional changes in land use within a framework created and defined by the Town itself.

Municipal Parking Garage

A municipal parking garage is needed in the downtown to address a daily parking shortage, particularly on Church Street, and to accommodate growth in special events. A municipal garage would also give a significant boost to town businesses and free up land for redevelopment. There is on-going discussion about the best location of the garage. Several potential locations are under review. The Town's long range CIP has a place holder to provide land acquisition and design in 2018 and construction of a municipal parking garage in 2020. A meal tax bond referendum is under discussion as the funding source with the meals tax being initiated by December 2017.

1.4 Background Documents for Project

- 2014 Approved Maple Avenue Vision (<https://www.viennava.gov/index.aspx?NID=865>)
- 1999 Approved Church Street Vision Plan (<https://www.viennava.gov/index.aspx?NID=959>)
- Approved Comprehensive Plan 2015 Update (<https://www.viennava.gov/DocumentCenter/View/3124>)
- 2014 Citizen Survey
- Transform 66 (<http://www.transform66.org/splash.html>)
- Town of Vienna: Municipal Parking Garage

1.5 Tentative Schedule/Process

- Nov. 29, 2016: Proposals due to the Town of Vienna by 2:00 pm
- Dec. 1-10, 2016: Consultants Interviews and selection
- Dec. 12-31, 2016: Town Council work session to review proposals
- January 9, 2017 Town Council awards bid
- Jan.1 –Jan.. 7, 2017: Consultant meets with staff to discuss the project and tour the Town
- Jan. 8, -Feb 7, 2017: Consultant and staff prepare for Charrette.
- Feb. 8-15, 2017: Community Visioning/Charrette with Public Participation
- Feb.15 -March 15 2017: Transportation Plan completed presented to staff and draft finalize
- March 16- May 15, 2017: Transportation Plan is presented at work sessions and public hearings before the Planning Commission and Council and approved.
- May 15, -June 15, 2017: Staff and consultant resolve any changes and additions requested by Council. Final report is printed and distributed by consultant .

2. Contract Terms

The terms of this agreement shall be for (eight 8) months. The consultant is expected to complete the Transportation Plan within 6 months (with payment from Professional Services funding currently available in FY 2016 and 2017) and then has 2 months to seek VDOT and other necessary approvals needed for implementation.

The Town as a municipal corporation of the Commonwealth of Virginia is obligated and bound by the terms of this Agreement only to the extent that funds are lawfully appropriated therefore and are allocated and available to pay its obligations hereunder. In the event that and at such time as funds have not been appropriated or are not allocated and available to pay the Town's obligations under this Agreement, then the Town shall not be liable for any obligation to pay for the services referred to in this Agreement.

3. Evaluation Criteria

Proposals shall be evaluated based on the criteria listed below. Vendors submitting proposals shall include statements addressing the following:

- Qualifications and previous related work of key project personnel, particularly with regard to working with municipalities of similar size and government structure. 40%
- Experience in providing the requested services, with preference given to those who have completed master plan and design guidelines in similar-size municipalities. 10%
- Creativity or innovative project approach. 25%
- Prior experience and success in working with a diverse group of project “stakeholders.” 15%
- A description of consultant experience in projects incorporating “Green” initiatives, streetscape designs, and visioning. 5%
- Responsiveness to submission requirements ability to provide deliverables within a reasonable time frame. 5%

4. Proposal Preparation and Submission Requirements

A Mandatory Pre-Proposal Meeting will be held on Month date, year, at time at the Vienna Town Hall, 127 Center Street S, Vienna, VA, in the Council Chambers.

4.1 General Requirements

- RFP RESPONSE: In order to be considered for selection, Offerors must submit a complete response to this RFP. One (1) original, four (4) copies of each proposal and electronic files must be submitted to the Purchasing Office. No other distribution of proposals shall be made by the Offeror.
- PROPOSAL PREPARATION: Proposals must be signed by an authorized representative of the Offeror. All information requested must be submitted. Failure to submit all information requested may result in the Purchasing Agent requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal. Proposals which are substantially incomplete or lack key information may be rejected by the Town at its discretion. Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of context. Each copy of the proposal should be bound in a single volume.
- ORAL PRESENTATION: Offerors who submit a proposal in response to this RFP may be required to give an oral presentation of their proposal to the Evaluation Committee. This will provide an opportunity for the offeror to clarify or elaborate on the proposal, but will in no way change the original proposal. The Purchasing Agent will schedule the date, time and location of these presentations. Oral presentations are an option and may not be conducted. Therefore, proposals should be complete.

4.2 Specific Requirements

Proposals should be as thorough and detailed as possible so that the Evaluation Committee may properly evaluate the Offeror's capabilities to provide the required services. Offerors are required to submit the following as a complete proposal:

- RFP cover page, signed and completed as required.
- Section 10 - References.
- A written narrative statement to include:
 - Experience in providing the services described herein, focusing on prior services provided to similar types of government entities.
 - Detailed Scope of Work outlining the firm's approach to providing the services, including specific plans for providing services.
 - Project timeline and deliverable date.
 - Name, qualifications and experience of personnel to be assigned to the project.
 - Recently completed projects of similar nature.
 - Current workload of firm.
- Statement of understanding of the project requirements.
- Equal Opportunity Employment Statement in compliance with
- Virginia Fair Employment Contracting Act

5. Award of Contract

The Town of Vienna Evaluation Committee shall engage in individual discussions with two (2) or more of the offerors deemed fully qualified by the Evaluation Committee. Repetitive informal interviews shall be permissible. Such offerors shall be encouraged to elaborate on their qualifications and performance data or staff qualifications pertinent to the proposed project, as well as alternate concepts.

At the discussion stage, the Town may discuss non-binding estimates of total project costs including, but not limited to non-binding estimates of cost of services.

Proprietary information from competing offerors shall not be disclosed to the public or to the competitors.

At the conclusion of the informal interviews, on the basis of evaluation factors published in the Request for Proposals and all information developed in the selection process to this point, the Evaluation Committee, shall select, in the order of preference, two or more offerors whose professional qualifications and proposed services are deemed more meritorious. Negotiations shall then be conducted, beginning with the offeror ranked first. If a contract satisfactory and advantageous to the Town of Vienna can be negotiated at a price considered fair and reasonable, the Town Council shall be advised and make the award to that offeror. Otherwise,

negotiations with the offeror ranked first shall be formally terminated and negotiations conducted with the offeror ranked second, and so on until such a contract can be negotiated at a fair and reasonable price.

Should the Evaluation Committee determine in writing that only one (1) offeror is fully qualified, or that one (1) offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that offeror.

TOWN OF VIENNA

GEOGRAPHIC INFORMATION SYSTEMS

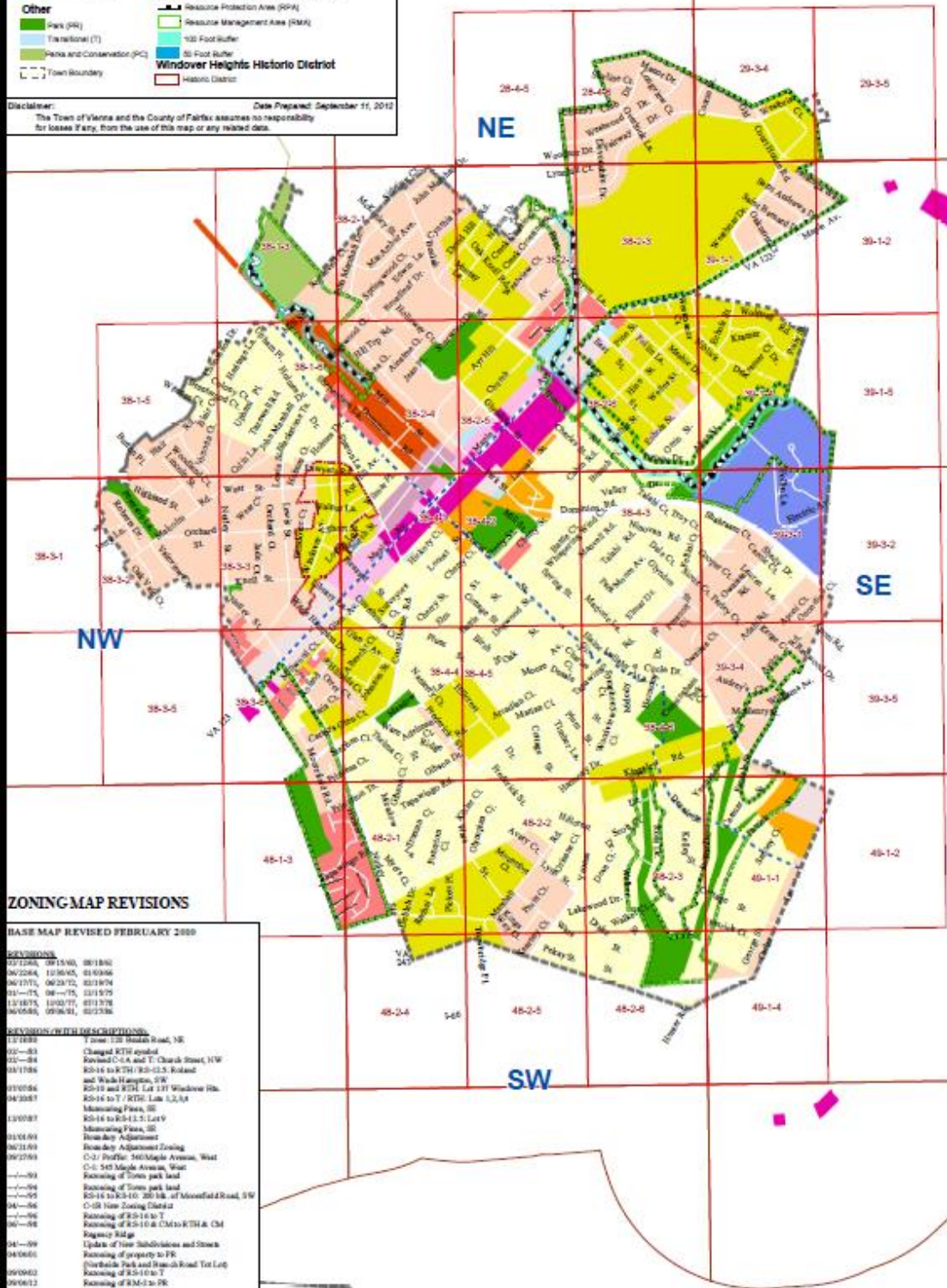
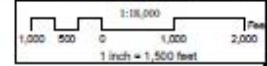
Residential	Commercial	Industrial
Single Family (R9-10)	Local (C-1)	Light (IM)
Single Family (R9-12.5)	Special (C-1A)	Industrial Park (IMP)
Single Family (R9-15)	Pedestrian (C-1B)	
Town House (RTH)	General (C-2)	
Multi-Family (RM-2)		
Other	Chesapeake Bay Preservation Areas	
Park (PR)	Resource Protection Area (RPA)	
Transitional (T)	Resource Management Area (RMA)	
Parks and Conservation (PC)	100 Foot Buffer	
Town Boundary	50 Foot Buffer	
	Windover Heights Historic District	
	Historic District	

Disclaimer: The Town of Vienna and the County of Fairfax assumes no responsibility for losses if any, from the use of this map or any related data.

Date Prepared: September 11, 2010

Planning and Zoning Department

Zoning Map



ZONING-MAP REVISIONS

BASE MAP REVISED FEBRUARY 2000

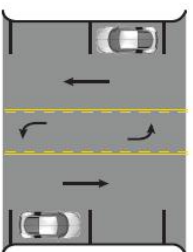
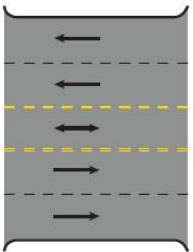
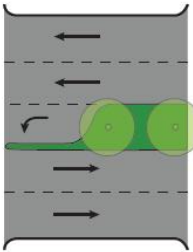
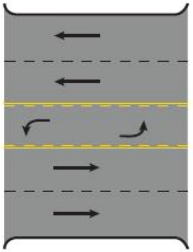
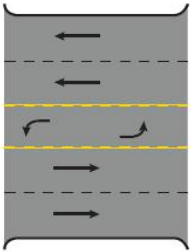
REVISIONS

10/1/00, 08/15/00, 08/18/00
06/22/04, 10/30/05, 01/09/06
06/12/10, 06/24/12, 02/19/14
01/1/15, 08/1/15, 02/19/15
11/18/15, 12/03/17, 07/19/18
06/05/20, 09/06/21, 02/23/22

REVISIONS/NOTES DESCRIPTIONS

10/1/00 T-Over 120 South Road, SE
01/01/01 Changed RTH to RTH
01/01/01 Revised C-1A and T-Clark Street, NW
06/17/06 R9-16 to RTH (R9-12.5) Roland
and Wade Hampton, SW
01/05/06 R9-19 and RTH, Lot 151 Windover Rd.
06/20/07 R9-16 to T / RTH: Lot 1, 2, 3, 4
12/01/07 Minorizing Pines, SE
01/01/08 R9-16 to R9-12.5: Lot 9
01/01/08 Minorizing Pines, SE
01/01/08 Boundary Adjustment
06/21/09 Boundary Adjustment Zoning
06/27/09 C-2/ Profile: 540 Maple Avenue, West
01/01/09 C-1: 545 Maple Avenue, West
01/01/09 Re-zoning of Town park land
01/01/09 R9-16 to R9-10: 200 W. of Mountfield Road, SW
06/01/06 C-1R New Zoning District
01/01/06 Re-zoning of R9-16 to T
06/01/06 Re-zoning of R9-10 & C-1M to RTH & C-1
01/01/06 Re-zoning of R9-10 to T
01/01/06 Re-zoning of R9-10 to T
01/01/06 Re-zoning of R9-10 to T
01/01/06 Re-zoning of R9-10 to T

ATTACHMENT A [Potential Options]



Op 1: Existing w/ Timing
[Two-lane each direction]



Op 2: Existing w/ Timing + Series of Roundabouts
[Two-lane each direction]



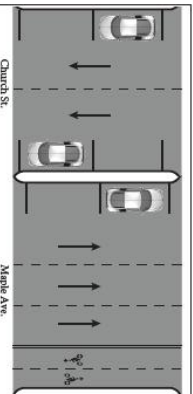
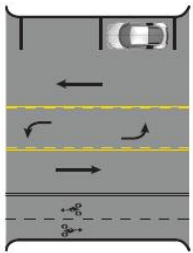
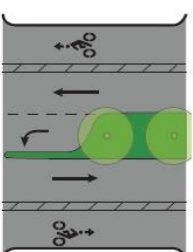
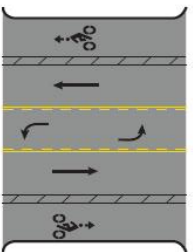
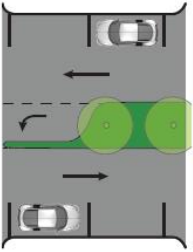
Op 3: Landscaped Medians
[Two-lane each direction]



Op 4: Reversible Middle Lane
[Two-lane each direction]



Op 5: 2 Travel Lanes, 1 Turn Lane, 2 Parking Lanes
[One-lane each direction]



Op 6: 2 Travel Lanes, Landscaped Median, 2 PK Lanes
[One-lane each direction]



Op 7: 2 Travel Lanes, 1 Turn Lane, 2 Bike Lanes
[One-lane each direction]



Op 8: 2 Travel Ln, Landscaped Medians, 2 Bike Lanes
[One-lane each direction]



Op 9: 2 Travel Lanes, 1 Turn Ln, 1 Bike Ln, 1 Parking Ln
[One-lane each direction]



Op 10: One-Way Travel Lanes on Maple and Church from Lawyers to Park