

# CAMDEN WOODS TAD #2 TRAFFIC STUDY

CITY OF KINGSLAND TAX ALLOCATION DISTRICT #2: CAMDEN WOODS REDEVELOPMENT PLAN

## Request for Proposals/Qualifications

RFP/RFQ #COK 23-022

Issue Date: 07/27/2023

Response Deadline: 09/01/2023

By 2:00 PM



Project Description ..... 2  
Proposal Content and Requirements..... 6  
Proposal Submittal Process ..... 8  
Selection and Evaluation..... 10  
Disadvantaged Business Enterprise ..... 12  
General Information ..... 12

## Project Description

The City of Kingsland, Georgia is soliciting proposals from qualified firms for the completion of traffic and pedestrian studies in and around the Camden Woods TAD #2 Project Area located in Kingsland, Georgia. The goal of the study is to locate and evaluate access and surrounding land use alternatives for the planned commercial and residential complex and anticipated visitors and residents the development will attract. This large project area on the north and south side of Georgia Highway 40 be developed as a major mixed use commercial, retail, and residential development.

The developer is planning a mix of retail and restaurant uses and a major presence by national “big box” retailers and multifamily housing. Camden Commons will contain over 750,000 SF of commercial development once completed in approximately eight years. Additional land uses include a potential public school located South of Georgia Highway 40 on Camden Woods Parkway. The goal of the study is to identify and evaluate access and land use alternatives that promote multi-modal safety and roadway interconnectivity around the project area.

NOTE: The city will provide access to various GIS files, staff support to engage the public, stakeholders, and elected officials, and other resources to assist a qualified consultant in completing these studies.

## Scope of Work

At this stage of redevelopment planning, initial proposed redevelopment scenarios have been created by the Sawyer Development team. Sawyer Development is proposing development on four sites it owns in Kingsland:

- Camden Commons: This large parcel on the south side of the intersection of Highway 40 and Kings Bay Road, will be developed as a major mixed use commercial development. The developer is planning a mix of retail and restaurant uses, a major presence by national “big box” retailers and multifamily housing. Camden Commons will contain over 750,000 SF of commercial development once completed in eight years.
- Camden Woods Northwest: This property is planned for mixed use development including 150,000 SF of commercial development at 330 single family units.
- Camden Woods Northeast: Adjacent to the Northwest development across Camden woods Road, this development would include an additional 60,000 SF of neighborhood commercial along with 22,000 SF of office uses and 500 multifamily residential units.
- Camden Woods Southeast: this development would consist of 75,000 SF of neighborhood commercial development; largely retail uses and restaurants.

Currently there is no access to Camden Commons and Camden Woods Southeast on the South side of Georgia Highway 40 and only one entrance and exit to Camden Woods Northeast/Northwest via a partially paved section of Camden Woods Parkway. An additional

access point is planned for Camden Woods Parkway at its intersection with Laurel Island Parkway/Colerain Road. Alternative should consider for additional connectivity from Camden Woods Parkway to Gross Road to the West and Winding Road/Kings Bay Road to the East. Connection alternatives for Camden Commons and Camden Woods Southeast to Boone Street, Highway 40, Kings Bay Road, and 50<sup>th</sup> Street should be considered to increase the operational effectiveness and safety performance of these roadways.

The City of Kingsland plans to construct road and pedestrian improvements on Camden Woods Parkway from Georgia Highway 40 to Laurel Island Parkway/Colerain Road, but seeks innovative solutions to provide additional transportation access to Gross Road and Winding Road and/or Kings Bay Road. These improvements include the initial 2-laning of Camden Woods Parkway with and two additional lanes to follow in the near future. Multiuse bicycle and pedestrian infrastructure is included as well.

Anticipated Stakeholders:

- Local landowners/developers/business owners
- City of Kingsland
- Camden County Planning and Development Department
- Camden County Board of Education
- Camden County Public Service Authority
- Georgia Department of Transportation (GDOT)

Consultants will utilize existing GIS data, existing (provided by GDOT) and new traffic counts (if needed), review of existing plans, stakeholder interviews and public engagement to analyze alternatives for additional access points for the Camden Woods Redevelopment Area and analyze land use changes that may result from increased amenity utilization in this area.

Robust public input should be sought for this project that may include in-person and virtual options.

Outcomes of the Study will include but are not limited to: analysis of access and transportation alternatives for the Camden Woods Redevelopment Area recommendations based on anticipated increases in retail, commercial, dining, and residential uses from additional visitors in this area.

Deliverables will include a final written report of the study findings including concepts of the best alternatives identified, and planning level cost estimates of the proposed alternatives. Consultant may also be asked to make formal permutations of the final deliverables to the Kingsland City Council and other stakeholders.

The City of Kingsland seeks innovative solutions (in addition to: adding turn lanes on Georgia Highway 40 at Camden Woods Parkway and 50<sup>th</sup> Street, the redesign of the Highway 40 at Kings Bay Road intersection with Connection to Boone Avenue and Camden Commons, and connection of Boone Avenue from its current termination point to the West to its current termination point to the East. Additional access to roads like Gross Road, Winding Road and Kings Bay Road to provide relief to congestion and safety issues are desired as well as an evaluation of existing land uses as additional residential and commercial development pressures are anticipated. Consideration of safety and programmatic (Safe Routes to School) improvements should be considered to encourage biking and walking for those students living nearby. Consideration should be given to improving bicycle and pedestrian infrastructure in and around the study area. Overall, this study should look at alternatives that reduce congestion at Georgia Highway 40 intersections by dispersing traffic to surrounding roadways through additional access points while continuing to place safety concerns at the highest level.

This study is of a higher priority to complete as the city anticipates construction to begin 2<sup>nd</sup> quarter 2024.

Consultants should reference the City of Kingsland Tax Allocation District #2: Camden Woods Redevelopment Plan as they develop alternatives and recommendations.

Map of Study Areas



## Proposal Content and Requirements

The complete proposal shall contain the following information and shall be submitted in the order shown below. Please address each section in your proposal submission and divide each section of your proposal by the identifying section headers. Proposals that do not follow the specified requirements will not be considered.

### Section 1: Transmittal Letter

Transmittal letter on letterhead shall introduce the firm and its proposed team, provide a brief history, include complete address, phone, and include the name and email address of the primary contact person(s) for this RFP process. An authorized agent must sign the transmittal letter.

### Section 2: Firm's Qualifications/Experience of Key Personnel

Submit statements or evidence that demonstrates the knowledge and experience of the firm in performing work of a similar nature to the Project Description. The proposed project's personnel should have similar experience, preferably previously working as a team. Include an organizational chart displaying the experience/area of expertise of key personnel.

Describe specialized training, experience, professional competence, and certifications in the area directly related to this RFP/Q. Show reasons why the firm believes it is especially qualified to undertake the project. Information provided should include, but not be limited to, such data as: specialized training available for this work, any awards or recognition received by the firm or individuals for similar work, special approaches or concepts developed by the firm relevant to this project, etc.

### Section 3: Project Understanding & Approach

Provide an overview explaining the firms' understanding of the local area, project goals and scope and demonstrate a clear vision of the project's outcome. Highlight the perceived unique opportunities, challenges, and priorities of this study. Describe the proposed approach and work plan to accomplish the objectives outlined in the Scope of Work.

The description of the proposed approach shall discuss the tasks in sufficient detail to demonstrate the firm's ability to accomplish the objectives. A time schedule for completions of tasks shall be included. Describe any approach to managing resources, including a description of the specific responsibilities of key personnel performing specific tasks, and how their work will be supervised.

Proposers are invited to submit and describe additional ideas or strategies to the scope of work as need to enhance the study outcomes.

### Section 4: Insurance and Certifications

The firm shall provide the following documentation, disclosures and certifications (as applicable):

- Provide proof of insurance as per “General Information Section.”
- A certification indicating that the firm is qualified to do work in Georgia and not debarred.
- A certification that the firm has not colluded with another firm to defraud the City or any other entity also submitting a proposal for this project.
- A certification that the firm will comply with applicable federal, state, and local laws including but not limited to: Title VI of the Civil Rights Act of 1964, Drug-Free Work Place, Georgia Security, and Immigration Compliance (E-Verify).
- Firm shall also disclose any potential conflict of interest that your firm or employees may have due to other clients or contracts.
- Firm shall provide a copy of the firm’s Prequalification Certificate from the Georgia Department of Transportation (if applicable.)

#### Section 5: References

The firm shall provide a list of at least two (3) client references for which similar services or technical analysis have been performed. Reference information shall include entity name, address, description of services provided, contact name, telephone number, and email address.

#### Section 6: Resumes

The firm shall identify proposed management and professional staff for this project. Provide an organizational chart identifying all of your key staff members and showing how each interacts with other staff members assigned to this project. For each key staff member please include a detailed resume that describes their education and professional experience as it relates to the project.

#### Section 7: Fees and Costs

The proposal shall include a budget for the tasks that includes time (in hours) and costs, including any subcontractors.



## Proposal Submittal Process

Sealed submittals from firms will be received by the Kingsland Finance Department until 2:00 PM, legally prevailing time on September 1, 2023 for: “RFP/Q for “Camden Woods TAD #2 Traffic Study.”

After submittals have been received, no further information will be provided until the evaluation of all submittals is completed. No extension of the bidding period will be made other than by a formal written addendum.

All proposals will be evaluated in accordance with applicable procurement policies of the City of Kingsland and applicable state and federal laws and regulations.

### Schedule

Request for Proposals/Qualifications Announced	July 27, 2023
Deadline to Submit Questions	August 10, 2023
Deadline to Respond to Questions	August 18, 2023
Deadline for Submittal of Proposals	September 1, 2023
Proposal Review	September 8, 2023
Selection	September 11, 2023
Notice of Award	September 12, 2023
Anticipated Notice to Proceed	September 15, 2023
Project End	December 15, 2023

#### Mailing Address:

City of Kingsland  
Finance Department  
Attn: Linda Johnson Purchasing Agent  
P.O. Box 250  
Kingsland, Georgia 31548

#### Delivery Address:

City of Kingsland  
Finance Department  
Attn: Linda Johnson, Purchasing Agent  
105 West William Avenue  
Kingsland, Georgia 31548

All technical questions regarding the Scope of Work in this request shall be directed to:

Lee Spell, City Manager  
PH: (912) 729-5613  
Email: [lspell@kingslandgeorgia.com](mailto:lspell@kingslandgeorgia.com)

All submission questions regarding this request shall be directed to:

Linda Johnson, Purchasing Agent  
PH: (912) 729-8113  
Email: [ljohnson@kingslandgeorgia.com](mailto:ljohnson@kingslandgeorgia.com)

Required Information to Be Submitted

All bid proposals must include One (1) original and Three (3) copies of the following documents:

1. Copy of firm's current Certificate of Insurance
2. Copy of signed W-9
3. E-Verify Contractor (Must be a Notarized Original)

## Selection and Evaluation

The evaluation and selection process will involve reviewing the proposals and conducting in-person interviews with the firms selected as finalists. The City reserves the right to conduct interviews virtually when deemed necessary.

The Proposal Review Committee (PRC) will evaluate the firm's proposals and interviews and provide a final ranking and recommendation to the Kingsland City Manager. The Proposal Review Committee will consist of the Kingsland Planning Director, Kingsland Finance and Purchasing Directors, Kingsland Public Works Director, and representatives from the City of Kingsland's consulting engineer and Sawyers and Associates representatives and engineer. Each Committee member shall grade each submitted proposal based upon the evaluation criteria provided below.

The written proposal is the only measurement that will be used to identify firms that will be invited for an interview. The Proposal Review Committee will recommend at least the two (2) highest ranked firms to be invited for an interview. Firms invited for an interview will give a presentation to the Proposal Review Committee. Firms will be allotted 25-minutes for a presentation to be given by the firm followed by 20-minutes for questions and answers from the Committee

The City of Kingsland reserves the right to request clarification of information from any respondent or to request supplemental material deemed necessary to assist in the evaluation of the proposal.

Interviews will be scored based on their own merit aside from the original written proposal score. Firms will be ranked in descending order of numerical predominance. Once the proposals have been ranked, the proposals will be presented to the Kingsland City Council for approval.

In order to be considered, a proposal should comply with all requested information/data in this RFP.

### Proposal Evaluation

Proposals will be evaluated according to the following rating scale and criteria:

Rating Scale: 1 = Poor, 2 = Fair, 3 = Good, 4 = Excellent, 5= Superior; Maximum score of 100

- Qualifications, staff experience, and capabilities (x6)
- Project Understanding and Approach (x6)
- Familiarity with Project Type (x4)
- Proposal Quality (x3)
- Quality of References (x1)

**Experience & Technical Competency:** Proposal reflects the firm's relevant experience and technical capabilities with similar studies to successfully execute the work set forth in this RFP. The firm and/or individuals who will be assigned to the study have applicable and relevant experience.

**Project Understanding & Approach:** Proposal shows an understanding of the project objectives. Includes the firm's proposed methodology, desired results, and expected outcomes/outputs. Demonstrates innovative ideas and efficient approach that accomplish objectives set forth in this RFP.

**Familiarity with Project Type:** Proposal demonstrates a level of familiarity with the proposed research and reflects the firm's qualifications in transportation and land use planning. Proposal identifies relevant resources such as studies, models, and data that could be utilized to help accomplish objectives set forth in this RFP.

**Proposal Quality:** Study and analytical approach is clearly defined. Proposal is a well-written, straightforward, and concise document with high-quality graphic/images (when used).

**Quality of References:** References speak highly of the firm's and individual's relevant experience, technical capabilities, approach to the project, and overall quality of work.

### Interview Evaluation

Interviews will be evaluated according to the following rating scale and criteria:

Rating Scale: 1 = Poor, 2 = Fair, 3 = Good, 4 = Excellent, 5= Superior; Maximum score of 50

- Specific Experience (x1)
- Project Understanding and Approach (x2)
- Presentation Performance and Quality (x4)
- Public Involvement Approach (x3)

**Specific Experience:** Described specific experience (of individuals and/or firm) on similar and relevant studies that demonstrated the knowledge and experience with the objectives identified in the Scope of Work.

**Project Understanding and Approach:** Demonstrated an understanding of the issues facing the study area by highlighting the perceived challenges and priorities of this project. Innovation in identifying alternatives should be highlighted.

**Presentation Performance and Quality:** Team members participating in the interview presentation should present themselves in a professional manner that would represent the City of Kingsland well.

**Public Involvement Approach:** The presentation should highlight ways in which the firm proposes to engage the public in a robust public engagement and input.

## Negotiations

Subsequent to the award by Council, the successful firm will present a contract. The Contract is to be executed within ten (10) calendar days of “notice of award”, and upon the securing of funds. The successful firm’s proposal and this request for proposals shall be incorporated into the contract, except to the extent that this request for proposals conflicts with the contract, in which case the provisions of the contract shall take precedent.

The City of Kingsland reserves the right to retain all proposals submitted and use any idea(s) in a proposal regardless of whether that proposal is selected.

The city of Kingsland reserves the right to reject any and all proposals, to waive informalities and irregularities in proposals and to enter into a contract with any firm based solely upon the initial proposal.

## Disadvantaged Business Enterprise

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the City to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offerors, including those who qualify as a DBE. The bidder/offeror shall make good faith efforts, as defined in Appendix A, 49 CFR Part 26, to meet the contract goal for DBE participation in the performance of this contract.

The bidder/offeror will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) Written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (5) if the contract goal is not met, evidence of good faith efforts.

## General Information

Should the firm intend to subcontract all, or any part, of the work specified, name(s) and address(es) of subcontractor(s) must be provided in the proposal response. The firm shall be responsible for all subcontractors’ full compliance with the requirements of the RFP

specifications. If awarded the contract, payments will only be made to the firm submitting the proposal. The City will not be responsible for payments to subcontractors.

The firm declares that the proposal is not made in connection with any other firm submitting a proposal for the same commodity or commodities, and that the proposal is bona fide and is in all respects fair and without collusion or fraud.

Insurance: The firm will certify that it will maintain the following minimum amounts of insurance if awarded a contract:

1. Worker's Compensation Insurance in accordance with the laws of the State of Georgia
2. Public Liability Insurance as follows:
  - a. Each Occurrence Limit: \$1,000,000.00
  - b. Personal Injury/Death Limit: \$1,000,000.00
  - c. General Aggregate Limit: \$2,000,000.00
  - d. Products/Completed Ops.: \$2,000,000.00  
Aggregate Limit
  - e. Automobile Liability Limit: \$1,000,000.00 (Combined Single Limit)
  - f. Umbrella Liability: \$2,000,000.00

Ownership of data: All data products produced will become property of the City of Kingsland. Consultant shall at the completion of the agreement present to City all data and electronic files (tables, files, including documented sources) used to compile the final deliverables.

No change will be made to this RFP/Q except by written modification by City staff. Requests for interpretation or changes must be made in writing and received by August 10, 2023.

Failure to sign a proposal will force the bid to be declared as 'non-responsive' and not able to be considered for award.

Proposals may not be withdrawn prior to the submittal deadline. Negligence on the part of the firm in preparing a proposal confers no right of withdrawal or modification of the proposal after the submittal deadline.

## Local Vendor Preference

For purchases, bids, proposals or contracts less than \$100,000 the local vendor may be given an opportunity to match the lowest price proposal, if the quotation or bid of the local vendor is within 5% of the lowest price proposal by a non-local vendor. In the event a local vendor matches the lowest price proposal, including all other terms, quality, service and conditions, then the local vendor shall be awarded the contract.

In the event the price proposal of more than one local vendor is within 5% of the lowest overall price proposal of a non-local vendor, the local vendor with the lowest proposal will be given the first opportunity to match the lowest overall price proposal. If this local vendor declines to match the price proposal, then the local vendor with the next bid within 5% will be given the opportunity to match the lowest proposal. This process will continue with all local vendors having proposals within 5% of the lowest overall bid by a non-local vendor.

- i. *Local Vendor* means a bidder or offeror which operates and maintains a brick and mortar business, i.e. a physical business address, within the limits of the State of Georgia and has a current business license, has paid in full all real and personal taxes owed the City, County, and State; as applicable, is considered a vendor in good standing with the City and can obtain an active vendor status. First priority will be given to local vendors within the municipal boundaries of the City of Kingsland, second priority will extend to local vendors within Camden County, and third priority will extend to local vendors within the State of Georgia.