

State of Hawaii
Department of Transportation
Highways Division

**Request for Proposal
Scope of Work Information**

Project Title

Leeward Coast Access Study

Background and Purpose

The State of Hawaii, Department of Transportation (HDOT) proposes to conduct a corridor study of the Nanakuli, Maili, Waianae, and Makaha corridor on the island of Oahu with the objective of identifying recommendations to provide a second access into and out of the area, reducing congestion, increasing capacity, and improving safety. The study will include a feasibility analysis of the proposed recommendations to ensure project delivery issues are considered.

State Route 93, Farrington Highway, is the only access through this corridor. It is important to assess options for a second access in order to improve the resiliency of the transportation system and ensure that residents, other roadway users and goods/freight are able to have uncongested and uninterrupted access to the corridor in case of a incident, such as an accident or natural disaster that requires evacuation, response, or recovery.

This HDOT has conducted previous studies dating back to the 1970s to assess a second access alternative, congestion and capacity needs, and safety in this corridor and continues to assess options for corridor improvements.

General Requirements

The HDOT seeks consultant services to conduct a corridor study of the Leeward corridor on the island of Oahu. The HDOT's expectations of the selected consultant include but are not limited to the following:

A. Products

1. Establish method and process for conducting the corridor study, including processes for stakeholder engagement and project identification and evaluation.
2. Evaluate existing conditions, policies, and issues for all transportation modes.
3. Analyze, assess, and prioritize needs for second access into and out of the area, including specific studies focusing on:
 - a. Congestion (including freight needs)
 - b. Safety
 - c. Speed
 - d. Bike and Pedestrian
 - e. Transit
 - f. Title VI/Environmental Justice
4. Assess feasibility of near-term alternatives to shorten the project delivery process through the consideration of preliminary engineering issues and linkage of the study's objectives. Feasibility criteria shall include but are not limited to:

- a. Land and property acquisition
 - b. Constructability
 - c. Environmental impacts
 - d. Community context and social issues
 - e. Estimated costs
5. The selected improvements shall be further scoped to better identify their feasibility in terms of the NEPA/HRS 343 processes, the design and construction costs, stakeholder and public involvement, financial limitations, and time.
 6. Determine prioritization and phasing of implementation for recommendations to optimize the use of limited resources.
 7. Conduct a risk assessment of highway assets in the corridor.
 8. Conduct a survey as part of the stakeholder involvement process.
 9. The Leeward Coast Access Study shall at minimum utilize the:
 - a. Existing Hawaii Statewide Transportation Plan
 - b. Existing Statewide Long Range Land Transportation Plan and Oahu Regional Transportation Plan.
 - c. Information from previous studies, including the Oahu Metropolitan Planning Organization's 2002 Report to the Legislature: Waianae Coast Transportation Report.
 - d. Other pertinent plans and studies to identify existing mobility conditions and issues for the corridor.
 - e. If existing traffic conditions data is not available, it may be collected as part of this effort.
 10. The corridor study shall take into consideration underway and future State and County projects impacting freight routes.
 11. The corridor study shall be aligned with the HDOT's overall vision, mission, and goals and specifically with the following Departmental goals:
 - a. Create and manage an integrated multi-modal transportation system that provides mobility and accessibility for people and goods
 - b. Enhance safety
 - c. Protect Hawaii's unique environment and quality of life
 - d. Ensure the transportation system support Hawaii's economy
 12. The guidelines shall be consistent and compliant with Title VI and Executive Order 12898.
 13. Sustainable highway efforts, including consideration of multi-modal transportation and access, environmental, social and economic impacts, safety, affordability, and accessibility of transportation services shall be addressed.
 14. All documents shall be given to the HDOT in both electronic and hard copy format.

B. Project Approach

This section provides an overview of the issues and tasks to be undertaken for the Leeward Coast Access Study. It is not intended to be a complete or comprehensive list of all works issues and tasks required and should be expanded upon in the proposal as deemed appropriate and/or necessary.

1. All work shall be subject to review and approval by the HDOT and be in full compliance with current State and Federal regulations, policies and guidelines, and the American Association of State Highway and Transportation Officials' (AASHTO) guidelines.
2. An initial meeting shall be held to discuss and clarify expectations for this overall project effort. Specific details shall be discussed on project products and critical project elements including development and application of appropriate policy, prioritization, and performance criteria; development and implementation of an effective public involvement program.
3. The Leeward Coast Access Study shall establish and be developed in consultation with stakeholders and include establishment of stakeholder advisory committees. Stakeholders include, but are not limited to:
 - a. Government agencies including the HDOT, the City and County of Honolulu, the Oahu Metropolitan Planning Organization
 - b. Community and business stakeholders.
 - c. The general publicStakeholder outreach shall be compliant with the requirements of Title VI of the Civil Rights Act of 1964 and Executive Order 12898 on Environmental Justice.
4. Conduct monthly project management coordination meetings to review project progress.

C. Reports and Project Submittals

The work shall include the preparation and submittal to the HDOT of a project work plan at the beginning of plan development. The work shall also include the preparation and submittal to the HDOT of a "draft project report" for review and approval prior to the production and submittal of the final project report. Additionally, draft technical reports for each milestone or major task for each project shall be provided. These draft reports must be approved before the final technical report is submitted. All project reports, products, and technical reports shall include the appropriate supporting documentation as required.

D. Quality Assurance and Quality Control

The consultant shall utilize Quality Assurance and Quality Control (QA/QC) procedures to ensure completeness, accuracy, and quality of all work efforts and submittals made as part of this project.

E. Total Project Time

The project shall be completed within eighteen (18) months from the consultant's Notice to Proceed (NTP).

Proposal Content

The proposals shall be in the following format and shall include:

A. Identification

Organization proposal and introductory letter that includes the principal's name, title, business address, telephone and fax numbers, and email address.

B. Title Page

The project title and project number shall be included.

C. Table of Contents

D. Introduction

E. Approach

The proposal shall provide an approach that reflects a strong capacity and capability to complete the project in the required time. The proposal shall also provide by each major task/milestone a methodology that provides a comprehensive understanding of the issues identified in the scope of work. The project approach shall be described in sufficient detail to permit objective evaluation of the proposal.

F. Products

The proposal shall describe the major project tasks as integral parts of the finished product. The finished product description shall include how the anticipated results will be reported and presented. Additionally, describe the format in which these products will be submitted to the HDOT. The finished product description shall be in sufficient detail to permit objective evaluation of the proposal.

G. Work Plan

A Work Plan shall be provided for the purpose of identifying the interrelationships of the project major tasks, subtasks, milestones and products; schedule; team member efforts.

H. Project Team

1. The proposal shall identify the Project Manager and other key team members and/or subconsultants who will be assigned to the project. Resumes of key project team members' qualifications and experience shall be included, limited to one page per individual. Resumes are to be provided in the Appendix.
2. Substitutions of identified key personnel subsequent to the submission of the proposal are subject to the HDOT approval.
3. An organization chart of the Project Team for the project and project products.
4. Roles and responsibilities of each team member, and the estimated/projected percentage of effort (time) they will be devoting to the project, each product, and project tasks.

I. Anticipated Problems

The proposal shall indicate potential and perceived problem areas anticipated during the course of undertaking the project and possible solutions to remedy the problems.

J. Information Support

The proposal shall identify the information and services which the proposer expects the HDOT to provide in order to undertake and complete the project.

K. Project References

The proposal shall include information of the consultant and the sub-consultants experience in performing work similar to the scope of work identified herein. The Project References are to be provided in the Appendix. This reference information on past projects shall include:

1. Project name

2. Project summary
3. Inclusive project dates
4. Organization name, address, telephone and email for whom the project was performed.
5. Name, telephone number and email address of the individual in the organization who is familiar with the past project.
6. The team members assigned to the past project and the work they accomplished.

Contact Person

For further information contact:

Patrick Tom
State of Hawaii
Department of Transportation
Highways Division
Planning Branch
869 Punchbowl Street, Room 301
Honolulu, Hawaii 96813

Telephone: (808) 587-6355
Fax number: (808) 587-1787
Email: Patrick.Tom@hawaii.gov