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Request for Quotes Northwestern Indiana Regional Planning Commission (NIRPC)

PROCUREMENT #: 22-05.02

PROJECT NAME: E-commerce Subarea Plan Gary, IN

OBJECTIVE: The Commission desires to engage a qualified firm in the transportation planning or engineering field to create a subarea plan for better accommodating E-commerce in an area of Gary, Indiana. The chosen firm will be charged with adhering to the scope and schedule in this Request for Quotes (RFQ) and periodically communicating with NIRPC and City of Gary staff on the status of the update.

SUBMITTAL DEADLINE: Submit a **one-page quote outlining in bullet points** the cost to perform the work listed under the Scope of Work section. All quotes must be received by **5:00pm CT on March 18, 2022**.

SCOPE OF WORK: This RFQ seeks to expand on the efforts of the *E-commerce in Northwest Indiana* study that was adopted by the Commission and is available on the Commission's website at <https://nirpc.org/wp-content/uploads/2020/11/E-Commerce-in-NWI.pdf> by conducting a subarea plan for a study area within the City of Gary about how the study area can prepare for the development of a major E-commerce facility (or facilities) such as a distribution center or warehouse(s).

The Commission envisions a successful Proposer being comprised of a team with the following qualifications or areas of expertise:

1. Individual(s) with engineering skills needed to perform various traffic analyses including signal analyses.
2. Individual(s) with economic skills needed to perform a market analysis for the region and study area.
3. Individual(s) with urban planning/design skills needed to perform the conceptual area plan and write the final recommendations.

The Proposer is charged with developing a subarea plan for E-commerce for a study area within the City of Gary. The study area is bounded by 25th Ave on the north, 29th Ave on the south, Burr St on the west, and Grant St on the east. Delineations for data and analysis products that include but extend beyond the boundaries of the study area are acceptable for use in the subarea plan. Moreover, the subarea plan should examine impacts on major transportation facilities outside the study area including, but not limited to, I-80/90 (Indiana Toll Road), I-65, Cline Ave, and US-12/20.

Commission staff is able and willing to provide data sources in various elements in the scope of work as italicized below.

The E-commerce subarea plan shall include the following components: existing conditions, market study, conceptual area plan, and final recommendations. The following paragraphs describe the required subcomponents for each of these components.

Existing Conditions: Respondents must explain how their proposal would present the following existing conditions in the subarea plan:

1. Demographic and socioeconomic data including population, employment, and workforce, broken down by sector, for the subarea versus in the City of Gary at large and in the Commission's region (Lake, Porter, and LaPorte Counties). *Commission staff can provide tabular population and employment data.*
2. Proximity to major suppliers, producers, and customers.
3. Roadway transportation system performance including traffic volumes; vehicle miles and vehicle hours traveled; arterial, intersection, and interchange levels of service (LOS); signalization status and timings; and inflow/outflow analysis of traffic demand for the study area. *Commission staff can provide traffic volumes, vehicle miles traveled, vehicle hours traveled, arterial level of service (LOS), and inflow/outflow analysis of traffic demand data.*
4. Trucking and freight specific system performance including truck volumes broken down by classification, truck bottleneck locations (if any), geometric suitability of roadway facilities to incorporate trucks, commodity analysis broken down by weight and value of freight flows, identification for any major trucking activity generators including their queue lengths and dwell times.
5. Transit system connectivity of fixed-route networks, South Shore Line, deviated fixed-route, and paratransit options. *Commission staff can provide updated fixed-route networks and stop locations as well as contact information for the various providers.*
6. Connectivity of the study area to other freight modes including railroads, maritime ports, and the Gary/Chicago International Airport. *Commission staff can provide Geographic Information Systems location data for these other freight modes.*
7. Land use and zoning information for the subarea. *Commission staff as well as City of Gary staff can provide land use and zoning information.*
8. Vacancy status (residential and non-residential) for parcels within the study area.
9. Environmental conditions including brownfield and/or Superfund sites, flood plains, wetlands, and other environmental red flags. *Commission staff can provide locations of brownfields, Superfund sites, flood plains, and wetlands.*
10. Infrastructure locations such as water/sewer mains and service lines, electrical transmission lines and substations, and broadband/fiber access.
11. Square footage of commercial and commercial-related mixed-use facilities, light industrial facilities, and any warehouses and distribution centers specifically (if present in the study area).
12. Any city or local ordinances that affect E-commerce. *Commission or City of Gary staff can provide a current summary of ordinances that may affect E-commerce.*
13. Other relevant existing condition data that the Proposer deems relevant for telling the story about the current situation of E-commerce within the study area.

Market Study: Respondents must explain how their proposal would conduct a market study for the Commission's region and subarea plan that includes the following subcomponents:

1. Market drivers, restraints, and future opportunities that may affect the study area market dynamics.
2. Consumer purchasing power of the study area and the Commission's region.
3. Forecasted growth in consumer purchasing power of the study area and the Commission's region by the year 2030.

4. Expected demand (in square feet) of warehousing, distribution center, and other light industry space to accommodate the forecasted growth in E-commerce demand.
5. Attendant absorption rate in the study area and forecasted change by 2030.

Conceptual Area Plan:

1. Show a conceptual plan of the development of a 100,000 – 250,000 square foot (depending on what the market study would support) E-commerce distribution center at the Lake Sandy Jo site (3615 West 25th Ave), and other sites within the study area if unsupported by existing conditions and/or market study, envisioning the sites in 2030 superimposed on an aerial imagery map of the study area (see <http://www.derbyweb.com/594/K-15-Area-Plan> for an example).
2. Show roadway transportation system performance impacts by 2030 expected to result from the conceptual plan in subcomponent #1 above.
3. Show trucking and freight specific system performance impacts by 2030 that are expected to result from the conceptual plan in subcomponent #1 above.
4. Show transit needs by 2030 expected to result from the conceptual plan in subcomponent #1 above.
5. Show connectivity impacts to other freight modes by 2030 expected to result from the conceptual plan in subcomponent #1 above.
6. Show land use and zoning impacts by 2030 expected to result from the conceptual plan in subcomponent #1 above.
7. Show environmental impacts by 2030 expected to result from the conceptual plan in subcomponent #1 above.
8. Show infrastructure (water/sewer, electric, and broadband) impacts by 2030 expected to result from the conceptual plan in subcomponent #1 above.
9. Show city or local ordinance impacts by 2030 expected to result from the conceptual plan in subcomponent #1 above.

Final Recommendations:

1. Explain a range of recommended interventions to minimize negative impacts to transportation system performance along with cost estimates to support the conceptual area plan.
2. Explain a range of recommended interventions to minimize negative impacts to trucking and freight specific performance along with cost estimates to support the conceptual area plan.
3. Explain a range of recommended interventions to improve the transit system along with cost estimates to support the conceptual area plan.
4. Explain a range of recommended interventions to improve intermodal freight connectivity along with cost estimates to support the conceptual area plan.
5. Explain a range of recommended interventions to minimize negative environmental impacts along with cost estimates to support the conceptual area plan.
6. Explain a range of recommended interventions to best balance the provider's and developer's infrastructure costs and benefits along with cost estimates to the provider and developer to support the conceptual area plan.

7. Explain a range of recommended interventions to amend city or local ordinances to better incorporate the conceptual area plan and minimize project delivery delay and administrative burden.

Respondents are requested to affix a cost/time allocation plan separately for each of the components in the scope and as shown in the table below.

| SERVICE | COST |
|-----------------------|------|
| Existing Conditions | |
| Market Study | |
| Conceptual Area Plan | |
| Final Recommendations | |
| *Additional Costs | |
| TOTAL COST | |

*Explain additional costs

ELIGIBILITY: This project is being funded with federal funds. As such, the project will be developed in a manner which satisfies all applicable Federal, State, and Local regulations. If selected, the Consultant must be able to verify that they can meet the following terms and conditions:

1. Debarment and Suspension (2 CFR Part 200 Appendix II (I), 2 CFR 180)
2. USDOT Disadvantaged Business Enterprise Program Requirements (49 CFR Part 26)
3. Byrd Anti-Lobbying Amendment (2 CFR Part 200 Appendix II (J))
4. Access to records
5. Equal Employment Opportunity (2 CFR Part 200 Appendix II (C))
6. Title VI of the Civil Rights Act of 1964
7. Termination for Cause and Convenience (2 CFR Part 200 Appendix II (B))
8. Sanctions and Penalties for Breach of Contract (2 CFR Part 200 Appendix II (A))
9. Conflict of Interest (24 CFR Part 570)

PRICING: Total cost not-to-exceed \$50,000.

EVALUATION: Competitive Procurement

DELIVERABLES TIMELINE: The Proposer is charged with delivering a report to the Commission with all the components explained in the Scope of Work section above by no later than **June 30, 2022**. In order to meet that deadline, the Commission strongly desires biweekly progress report meetings between relevant staff at the Proposer’s firm and Commission staff as well as City of Gary staff, with each meeting lasting no longer than one and a half hours (most to be kept to well under one hour).

CONTRACT: Signed Agreement

PAYMENT: The Commission shall make periodic payments to the Contractor for services rendered in conjunction with the signed Agreement.

EMAIL QUOTES/RESPONSES TO: Lisa Todd, Procurement Coordinator, ltodd@nirpc.org.

COMMENTS: Please direct all questions to Eman Ibrahim at (219) 254-2506 or email eibrahim@nirpc.org.