

Request for Proposals

Professional Consulting Services for Updating the Lincoln MPO Long Range Transportation Plan and Developing a Lincoln Mobility Plan

Lincoln Metropolitan Planning Organization

Lincoln-Lancaster County, Nebraska

– August 27, 2024 –

1.0 Introduction

The Lincoln Metropolitan Planning Organization (MPO) / Lincoln-Lancaster County Planning Department is soliciting proposals to provide professional services for ***Updating the Lincoln MPO Long Range Transportation Plan and Developing a Lincoln Mobility Plan***. This request is in accordance with Nebraska Consultants’ Competitive Negotiation Act (Neb. Rev. Stat. §81-1702), the Brooks Act (40 USC 1101), 23 CFR 172.5, the Lincoln MPO policies and procurement process for issuing a Request for Proposals (RFP) and contracting with qualified firms. The Lincoln MPO website referred to in this document is located at <https://www.lincoln.ne.gov/City/Departments/Planning-Department/MPO>.

This is a combined RFP for two efforts that will be prepared concurrently:

- 1) Update the 2050 Lincoln MPO Long Range Transportation Plan (LRTP); and
- 2) Develop a Lincoln Mobility Plan

The MPO is seeking one proposal for both efforts. These efforts will have separate deliverables but significant subject matter overlap and joint public engagement. Therefore, they will be prepared under a single contract. Consultants are encouraged to team together to assemble a qualified group of professionals to meet the needs of both efforts. Partial bids will not be accepted.

The anticipated schedule is shown below. A detailed schedule with key milestones is included as an attachment at the end of this RFP.

Task	Final Draft	Adoption
2050 Long Range Transportation Plan Update	June 2026	December 2026
Lincoln Mobility Plan	April 2026	TBD

The Lincoln MPO has a strong interest in working with a firm, as primary, that has experience in Metropolitan Transportation Planning and Mobility Planning and is qualified and experienced with using **TransCAD Modeling software** and **ESRI-Based Geographic Information Systems** compatible with Lincoln-Lancaster Planning Department’s software. The firm is to have knowledge of emerging issues and trends in transportation planning and modeling and an understanding in the application of **Performance-Based Planning and Programming (PBPP)** principles and methods for integration into the

Long Range Transportation Plan (LRTP). Federal regulations require metropolitan planning organizations that are in attainment areas to update their LRTPs at least every five years.

The update of the 2050 Lincoln MPO Long Range Transportation Plan will be referred to as “2050 LRTP Update” and the Lincoln Mobility Plan will be referred to as “Mobility Plan” in this RFP.

All consultants interested in providing professional services for the Lincoln MPO are strongly encouraged to review the Nebraska Department of Transportation’s (NDOT) template Standard Professional Services Agreement, Sample Fees and Payments Exhibit, and Insurance Requirements for Professional Service. These documents can be found on the NDOT website at <https://dot.nebraska.gov/business-center/consultant/template-pro-services/>.

The work to be performed by the selected consultant is to include but not be limited to the tasks described below. The consultant is to provide qualified personnel to complete all of the tasks outlined. Completion of these tasks will require that the consultant work with Lincoln MPO staff to gain a clear understanding of the proposed project and other relevant information.

This Request for Proposals does not commit the Lincoln MPO to award a contract, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services. The Lincoln MPO reserves the right to award contracts to more than one qualified consultant, to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified consultant or to modify or cancel in part or in its entirety the Request for Proposals, if it is in the best interest of the Lincoln MPO to do so.

1.1 Federal Requirements for Performance-Based Planning

Moving Ahead for Progress in the 21st Century (MAP-21) placed increased emphasis on performance management within the Federal-aid highway program and transit programs and required use of performance based approaches in metropolitan transportation planning. The Fixing America's Surface Transportation Act (FAST Act) and the Bipartisan Infrastructure Law continued the performance-based planning and programming policy requirements included in MAP-21. The update of the LRTP will continue to integrate performance-based planning, which was accomplished with the Lincoln MPO 2050 Long Range Transportation Plan by incorporating performance measures that relate to local and national goals.

Metropolitan planning organizations in cooperation with the State and public transportation operators, shall develop long-range transportation plans and transportation improvement programs through a performance driven, outcome-based approach to planning... [23 USC § 134(c)(1); 49 USC § 5303(c)(1)] The metropolitan transportation planning process shall provide for the establishment and use of a performance-based approach to transportation decisionmaking.... [23 USC §134(h)(2); 49 USC § 5303(h)(2)]

1.2 Relationship to Comprehensive Plan

Transportation is an element of the Lincoln-Lancaster County Comprehensive Plan. The 2050 LRTP Update will be developed in coordination with the minor update of the 2050 City-County Comprehensive Plan. The Comprehensive Plan contains an assessment of historic growth, past and forecast socioeconomic data, land use alternatives, and the development of a preferred plan. Developing the LRTP alongside the Comprehensive Plan allows an integrated land use and transportation planning approach that offers a direct link between the two planning activities. The Comprehensive Plan land use plan and population and employment forecasts form the basis for the future travel demand in the LRTP.

1.3 Coordination with Safe Streets Lincoln: A Vision Zero Action Plan

The 2050 LRTP Update and Mobility Plan will be informed by another transportation planning effort taking place during the same general time frame, which is the Safe Streets Lincoln: A Vision Zero Action Plan (VZAP). The VZAP is being conducted by Lincoln Transportation and Utilities with funding through a federal Safe Streets and Roads for All (SS4A) planning grant. The VZAP will examine ways to reduce roadway fatalities and serious injuries on Lincoln roadways. Work began in spring 2024 and is anticipated to continue through spring 2025 with adoption in summer 2025. The VZAP process is scheduled to conclude at approximately the time that work on the 2050 LRTP Update and Mobility Plan is beginning. The 2050 LRTP Update and Mobility Plan will need to incorporate the recommendations of the VZAP in areas such as plan goals, performance measures, and project prioritization. It is intended that the VZAP will serve as a basis of information and work is not to be duplicated. The [Safe Streets Lincoln website](#) contains additional information on the VZAP process and schedule.

1.4 Study Areas

The Lincoln MPO Metropolitan Planning Area consists of the City of Lincoln and Lancaster County. The study area of the LRTP Update will include all of Lancaster County, whereas the Mobility Plan will focus on the City of Lincoln. Lancaster County contains approximately 839 square miles of land, and according to U.S. Census Bureau's 2022 Population Estimates had a population of 322,063. The City of Lincoln is located at the geographical center of the county and currently covers approximately 103.77 square miles of land with a population of 291,082 based on the 2022 Population Estimates. The population of the City of Lincoln makes up approximately 90 percent of the population of Lancaster County. There are twelve other incorporated communities containing approximately 3.2 percent of the population and three second-class cities in Lancaster County.

2.0 General Scope of Work

What follows are descriptions of the services needed for the 2050 LRTP Update and Mobility Plan efforts.

The Standard Work Categories anticipated on this project are:

- 102 - Transportation Planning
- 250 - Public Involvement

Information regarding the Standard Work Categories can be found on the NDOT website at https://dot.nebraska.gov/media/hsseocfx/ndot_std_wrk_categories.pdf.

2.1 Plan Coordination

The 2050 LRTP Update and Mobility Plan will have separate deliverables but will make use of shared expectations for project management and joint engagement activities as described below.

2.1.1 Project Management

The Consulting Team will manage all technical aspects of the plan, including:

- Monitor and provide regular reports on work progress and budget.
- Coordinate and facilitate communication, assign staff, oversee technical work, and implement quality control.
- Provide as-needed project coordination conference calls and/or meetings to report on schedule status, outstanding issues and action items, and overview of upcoming work.
- Prepare meeting agendas and materials.
 - Distribute materials at least seven days in advance of meetings.
 - Provide note-taking/minutes of all meetings to be available within 7 days.
- Provide materials for City/MPO- or consultant-managed interactive online project websites to disseminate project information and materials formatted for online distribution.
- Provide documents in MS Office and/or Adobe Create Suite and PDF formats.
- Provide TransCAD files and GIS shapefiles and geodatabases for all modeling and maps.
- Provide project schedule timeline for meetings, public workshops, milestones, and deliverables.

2.1.2 Engagement

Joint public involvement and stakeholder outreach for the 2050 LRTP Update and Mobility Plan will be used as much as possible to facilitate coordination between the plans and simplify the input process for the public.

The development of the 2050 LRTP Update and Mobility Plan will include advisory committees, public involvement activities, and interagency and stakeholder coordination. Public involvement and stakeholder coordination is critical in plan development, acceptance, and adoption by the MPO Technical Committee, the MPO Officials Committee, Nebraska Department of Transportation (NDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the City of Lincoln, and Lancaster County as required.

The Consulting Team will attend all key MPO Technical Committee and MPO Officials Committee meetings and give presentations for review and approval of the study. Teleconferencing web interlinks may be utilized for working Committee meetings.

MPO Project Oversight Planning Committee. A staff subcommittee of the MPO Technical Committee will be established to guide the progress in developing the plans. This committee will work with the consultant to establish visions for a Performance-Based Multimodal Long Range Transportation Plan and a Mobility Plan and will advise on various aspects of both plans.

The consultant will have access to the expertise and resources of committee members which will include staff from the Lincoln-Lancaster Planning Department, City of Lincoln Transportation and Utilities, City of Lincoln Urban Development, Lancaster County Engineering, Lincoln-Lancaster County Health Department, Lincoln Parks and Recreation Department, Nebraska Department of Transportation, and others as needed. These projects fall under the direct guidance of the Lincoln-Lancaster Planning Department and MPO Technical Committee. The Project Oversight Planning Committee will be a shared committee advising both the LRTP Update and the Mobility Plan.

Community Committee. Assisting MPO staff in the coordination and active engagement with the various stakeholders and the general public will be a critical component of the plan update. The Community Committee will be comprised of the nine (9) member Lincoln City-Lancaster County Planning Commission. This committee will have a special advisory role to the MPO because it provides a necessary communication link between the MPO and the community it is serving. Thus, the input provided by the advisory committee ensures that the MPO planning process is actually meeting the needs of the community it is serving. MPO staff will provide overall guidance to the consultant throughout the project by participating in all advisory committee meetings. The Community Committee will be a shared committee advising both the LRTP Update and the Mobility Plan.

Public Involvement Plan. A public involvement plan will be developed by the Consulting Team to clearly lay out the details of the major public involvement tasks that will take place throughout the course of the LRTP and Mobility Plan projects. The public involvement plan and process will need to reflect past public involvement efforts for LRTPs and other transportation plans and be consistent with the public involvement elements of the Lincoln MPO Public Participation Plan (PPP), which was updated in February 2024. Major elements of the PPP that will be included in the public involvement plan include holding an initial listening and learning phase with the public, summarizing the results of outreach events such as surveys on the project websites, collection of feedback from meeting participants, and use of the MPO Public Meeting Checklist. The equity lens questions in the PPP will also be considered when developing the public involvement plan. A strategic focus of the public involvement plan should be to attract a broad and diverse audience, engaging people of all ages, abilities, with emphasis on including minority, low-income, and youth participation.

Focus Groups. Focus groups will meet throughout the process to give early input and weigh in on proposed content for the plans. Membership will be made up of stakeholders representing various community interests. Focus groups on the topics of mobility and mobility-oriented development are anticipated. The focus groups will advise both the LRTP Update and Mobility Plan as appropriate. The mobility focus group will include as stakeholders the University of Nebraska-Lincoln, Downtown Lincoln Association, bike groups, businesses, neighborhood associations, and others. Other potential focus groups will be identified when developing the Public Involvement Plan.

Implementation Tools. Public input is planned through various forums that include project websites, interactive surveys, mailers/e-blasts, news releases, social media, workshops, attendance at pop-up events, and public informational meetings to gather insights for development of the plans.

- **Project Websites.** The LRTP and Mobility Plan projects will have dedicated websites that will be established by the MPO/City of Lincoln. The primary purpose of the websites is to provide a

consistent and constant source for the latest information on the project and location for the public to provide comments and input through the project duration. The websites will include information such as overview, purpose, project schedule, public involvement contacts, agency involvement, plan documents, meeting information, FAQs, and a place for the public to directly provide input, comments, or questions to the project team. The Consulting Team will prepare the content and materials for the websites.

- To assist with **Project Oversight Planning Committee** access to the deliverables, all of the draft technical memoranda, meeting agendas and minutes, and public comment summaries will be posted to an internal project website.
- **Mailers/E-blasts and News Releases.** The Consulting Team will prepare meeting mailers/e-blasts for each public informational meeting. The meeting mailers/e-blasts will introduce the projects, overall schedule, and identify the date and location for meetings. Meeting mailers/e-blasts will be postmarked and distributed by the MPO via US Postal service and email. With input from the Consulting Team, the MPO will develop news releases for notifications about the projects. These announcements will be placed in local media outlets at strategic points in the planning process.
- **Public Informational Meetings.** Public informational meetings will be planned during the development of the plan. Meetings will provide the public an opportunity to review summary documents for the draft and final plans. The Consulting Team will work with the MPO to ensure the public informational meetings are appropriately and effectively advertised to the public through a project mailer, news releases, and project website. The Consulting Team will be responsible for all the aspects of the meetings including scheduling, logistics, room rental, sign-in, nametags, facilitation of meetings, feedback forms, and meeting notes/minutes.
- **Pop-Up Events.** The chosen consultant will ensure that pop-up events are held at existing events or high-activity locations such as community centers, festivals, fairs, libraries, farmers markets, grocery stores, or coffee shops as appropriate. City council members should be consulted for locations in their districts, scheduling public outreach as well as council member attendance. The consultant will organize the set-up of campaign tables/booths to share information and capture sign-ups and storytellers. The total number of pop-up events to be held during the planning process will be determined by the consultant and staff team.
- **Social Media.** The consultant will create a social media plan to include goals, measurements, key messages, and draft posts to include effective hashtags and suggested media with a timeline throughout the project. The plan will outline the channels for use, the timing by month, topics, and tactics that will be used. The plan should provide guidance on social media strategy after the action planning process is complete. The plan must abide by the social media policy for the City of Lincoln for postings on City social media accounts.
 - The consultant will provide copy text and imagery for all social media posts, to be posted on existing City and County operated accounts.
 - The consultant will coordinate with the City and County Communications staff for social media launch and outreach. No new social media accounts will be created for this project.
 - Written content will be in Microsoft Word format; visual content will be digital imagery.

- The consultant will provide content for the city to review and post. The total number of posts needed during the planning process will be determined by the consultant and the project management team.
 - Staff will be responsible for monitoring the social media accounts and coordinating with the chosen consultant for any necessary responses or clarifications to posts.
 - Make sure to have images specific to Lincoln and Lancaster County as well as images/videos.
- **Other Forums.** Other public forums and community stakeholder meetings and presentations may be desirable or necessary during plan development.

2.2 Update the Lincoln MPO 2050 Long Range Transportation Plan

Overview. The LRTP provides the blueprint for multimodal transportation planning in Lincoln and Lancaster County through a minimum 20-year planning horizon. The LRTP contains goals, objectives, strategies, and projects that meet the community's vision for the future. The current adopted 2050 LRTP was developed in coordination with PlanForward, the Lincoln-Lancaster 2050 Comprehensive Plan. The LRTP and associated travel demand model are updated by the Lincoln MPO at least every 5 years. For this 2050 LRTP Update, the current plan horizon year of 2050 will remain the same. However, the content of the LRTP will be updated along with the model base year and mid-term year scenarios.

Schedule. The overall timeframe for 2050 LRTP Update is approximately 24 months, with the goal to have the final draft of the LRTP completed by June 2026. MPO Officials Committee approval of the 2050 LRTP Update is required by December 2026.

Scope of Work. The general scope of work for the 2050 LRTP Update has four (4) major elements resulting in the development of an updated Long Range Transportation Plan for the Lincoln MPO covering the Metropolitan Planning Area. These elements are the following: Updating the Lincoln MPO Travel Demand Model, Develop GIS-Based Transportation System Analysis Tools, Analysis of Alternative System Improvements, and Public Involvement and Stakeholder Outreach.

The 2050 LRTP Update will need to integrate the recommendations of the VZAP as noted previously and the Mobility Plan discussed later in this RFP. The assumptions, procedures, data, and decisions made that culminate in the successful completion of this project must be sound and clearly documented. The LRTP must be consistent with the regulations outlined in 23 CFR 450.324.

Update the Lincoln MPO Travel Demand Model

The first objective is to update and enhance the current TransCAD model for a base year of 2025. The Lincoln MPO uses TransCAD modeling software which is a four-step, trip-based travel demand model. The consultant will work with City of Lincoln staff, NDOT, and the Federal Highway Administration to update the baseline model. This work is to include evaluating and updating each of the four processes (trip generation, trip distribution, mode choice, and trip assignments), which consists of tasks such as a review/update of Transportation Analysis Zone (TAZ) structure, roadway network and attributes, and centroid connectors and calibration and validation.

The existing Lincoln MPO Travel Model and macro files were developed in 2021 using TransCAD (version 8.0) modeling software with network or centerline files developed in ArcGIS. The update will likely be in TransCAD version 9.0. The modeled area of the update includes the existing urban area and the area likely to become urban within the 2050 time horizon. The current travel model is a daily model that is composed of 505 internal traffic analysis zones and 34 external stations. It is calibrated/validated to the current base year 2019 network and is composed primarily of urban arterial streets and higher representing existing and committed conditions, posted speeds, number of lanes, and parking restrictions.

The current TransCAD program uses a software macro resource file (RSC) designed for Lincoln and will need to be updated and further developed to provide new or updated analysis tools needed to address the emerging challenges and policy issues facing the Lincoln MPO. A key element in the work tasks is to establish an integrated data interface with the Lincoln Geographic Information System (GIS) (ESRI Based System). Tasks are to be performed in a manner compatible with use of the Planning Department GIS to facilitate data transfer, network performance analysis and programming tools for mapping. Provisions are to be made in the model to directly apply multimodal assumptions and air quality concerns.

Development of Travel Databases. The project will need to evaluate and update upstream model components to ensure that they sufficiently replicate current travel demand patterns in the region. An extensive traffic count program was conducted in 2022-2024 by Lincoln Transportation and Utilities (LTU) which will provide fresh traffic counts for about 75% of the urban arterial street system. NDOT will provide recent traffic count data on State-maintained facilities in Lancaster County as well as Location Based Services origin-destination data aggregated at the MPO TAZ level from the Nebraska Statewide Model. Capturing fresh data checks on upstream model components to ensure model accuracy may be necessary as part of the model validation. It is anticipated that this model update will incorporate National Household Travel Survey (NHTS) data to enable the replacement of non-local calibration targets with locally observed data. Other system-wide data tools such as a GPS survey or cell phone tracking data may be used as needed. Alternative solutions to fill data gaps will need to be creative and budget-minded. The final model components will be agreed upon with the selected consultant.

Existing Land Use Data. The MPO/City of Lincoln maintains current estimates and projections of land use data and demographic and employment data that will provide the basis for data inputs into the travel model.

Existing Transportation System. The MPO/City of Lincoln maintains the definition of the regional highway and arterial network in its GIS centerline files and coordinates with NDOT and partner agencies to maintain the roadway attribute data needed to support the model. LTU and the Lancaster County Engineering will assist in an examination and assessment of travel patterns and trends, existing conditions, crash rates, and traffic safety issues to be addressed in the planning process.

Peak Hour Model. The consultant will work with the MPO/City of Lincoln to evaluate approaches to enhance the Lincoln MPO Travel Model to derive peak hour volumes. LTU collects peak hour volumes along with overall daily volumes as part of its traffic count program.

Transit Modeling. The Lincoln MPO Travel Model has limited transit analysis capabilities. It does not include a more complicated mode choice step, which would estimate transit usage based on a detailed

representation of the region's transit service. The mode choice targets were prepared using a combination of data sources including a StarTran on-board survey and farebox ridership data from 2019. The algorithms used in the model provide limited information about transit usage in the region, but cannot be used to perform detailed transit forecasts. The consultant will work with the MPO/City of Lincoln to assess options to enhance the transit modeling capability to the Lincoln MPO Travel Model.

Develop GIS-Based Transportation System Analysis Tools

The GIS-Based Transportation System Analysis Tools will need to be developed within the Lincoln ESRI-Based Geographic Information System to be used for the LRTP planning process. All GIS work is to be coordinated with Planning Department staff. The application of GIS tools will be used in the transportation planning process that will result in modeled outputs coupled with GIS layer mapping to assist in multimodal scenario analysis. This coupled with transportation system performance indicators, will serve as an important foundation for making informed investment decisions both in the plan and in future programming.

Increasing emphasis is being placed on performance-based transportation planning in which system performance is considered in the transportation planning and decision-making process. The Lincoln GIS will be used to support performance-based planning to provide a spatial component to data that can be helpful in identifying specific needs for investments. GIS-based support tools can be developed to provide visualization to display complex data analysis and scenarios to demonstrate potential implications of different plans and choices, support scenario planning, sketch planning, 3-D visualization, suitability analysis, impact assessment, growth modeling, and other popular techniques. Tools need to be developed for the MPO to assist with understanding potential impacts of decisions and address a wide range of strategies, including transportation investments and land use changes while addressing performance measures, including those related to mode shares, accessibility, and sustainability. Other tools, such as emissions models, can be combined with travel forecasting models, to estimate criteria pollutant and greenhouse gas emissions, for use in performance-based planning and programming.

There are eight areas of performance measurements in the 2050 Plan that will need to be reviewed and updated. The intended result will provide a clearer vision and an improved understanding of the system's needs and wants, as well as enhanced communication and cooperation with other agencies in the planning area.

Analysis of Alternative System Improvements

The consulting firm will work directly with the **Project Oversight Planning Committee** in developing the fiscally constrained multimodal Long Range Transportation Plan and the associated performance-based planning analysis to document the processes, data, and analyses used as the basis for making future investment decisions.

The 2050 LRTP Update will include key items, which are: 1) changes to the Lincoln MPO transportation network, land uses, and socioeconomic characteristics that have occurred since the 2050 Plan; 2) integration of recently completed pedestrian, bicycle, transit, freight, and roadway projects and plans; 3) assessment of project needs and the performance impacts of those projects, including congestion,

emissions, and mode share; and 4) the evaluation and prioritization of future infrastructure investments. The plan is to include the following basic elements:

Future Conditions Assessment and Emerging Issues. Assist MPO/City of Lincoln in defining transportation issues and needs in the urban and regional area and identify the new challenges and emerging issues such as Mobility-Oriented Development (MOD) that will need to be addressed. This will include identifying the possible effects of demographic trends and travel demand within the planning area.

Goals, Performance Measures, and Desired Trends or Targets. Review and update the goals, objectives, and performance measures established in the 2050 Plan to ensure the Community Vision is adequately addressed in the system analysis. Taken together with PBPP objectives, these will form the basis for selecting policies and investments in developing the components of the LRTP. Goals and performance measures will need to address both local and national policy directions and the National Performance Management Measures according to 23 CFR 490.

Status Report of Current Conditions. Status reports include an analysis of the existing system's performance. This information serves as a baseline of performance within the plan. Baseline condition analysis should include tracking of progress over several years to show recent trends in performance. This can help inform meaningful discussion of targets.

Assessment of System Needs. Needs are composed of two different sets of information. The first component is the shortfall (or backlog) between existing conditions and optimal system conditions. The second component is established by comparing existing conditions with anticipated trends in population, employment, land use, and other factors. Taken together, needs reflect the investment required to bring the system to an acceptable state of performance before the time horizon of the plan.

Identification of Investment Priorities, Policies, and Strategies. The document should identify investments and strategies to be implemented to help meet performance targets that support progress toward the LRTP strategies and goals. Scenario analysis may be used to compare alternative packages of strategies, to consider alternative funding levels, or to explore what level of funding would be required to achieve a certain level of performance. The prioritization process of roadway projects will consider the criteria used by LTU's decision-making software for project prioritization planning and the project prioritization in the Mobility Plan and VZAP.

Review of 2036 and 2050 Projected Land Use. Updates to the Future 2050 and 2036 Mid-Range Land Use Plans will be provided by the Planning Department to establish the trip generation and trip distribution factors. Staff will assist in evaluating potential imbalances in the land use plan and trip productions and attractions between regions of the urban area and external travel assumptions.

Future Traffic Assignment. The "Comprehensive Plan Land Use" and projected socio-economic data for the traffic zones will be applied to the travel demand model and developed for base year conditions and base year plus the committed network to produce traffic assignments for the 2050 Long Range Base and 2036 Mid-Range Base Plan. Transportation system improvements will be determined by analyzing deficiencies in the base year plus committed network when subject to future traffic levels. This is to

establish the Base 2050 Network for evaluating alternative transportation improvement scenarios. Traffic projections will need to be developed for the following networks and land uses.

- Base Year Network [2025 network and land uses],
- 2036 Existing plus Committed (E+C) Network,
- 2050 Existing plus Committed (E+C) Network,
- 2050 Needs Assessment Network,
- 2050 Fiscally Constrained Plan, and
- Additional network scenario(s) for 2036 and 2050.

Future 2050 Lincoln-Lancaster Transportation Conditions. Develop a technical discussion reflecting projected future year travel demand forecasts and projected congestion issues based upon socio-economic and land use-transportation data from land development assumptions. Significant projects currently programmed in the TIP that would affect the base year network will be added to the base network model.

- Establish the system analysis criteria (LOS, VMT, VHT, Costs, and emerging multimodal analysis tools).
- Identify the traffic operation characteristics and Congestion Management strategies.
- Identify the existing-plus-committed network.

Identify and Analyze Performance-Based Alternatives. The development and assessment of alternatives are intended to support the region's performance measures and targets. This will rely on policy considerations and analysis tools agreed upon by the **Project Oversight Planning Committee**. This will need to identify potential packages of strategies to achieve performance-based objectives.

Multimodal Transportation Alternatives Analysis. Provide a technical analysis for examining multimodal and non-motorized travel in the planning area, including vehicle trip reduction policies, alternative analysis for public transit and multimodal travel and other non-motorized modes travel strategies. This technical analysis will incorporate the recommendations of the Mobility Plan being developed concurrently with the 2050 LRTP Update and included in this RFP.

Financial Plan. The consultant will develop a financial plan for program implementation. This will involve forecasting future revenues from existing sources and estimating how alternative revenue sources and financing strategies can be used to meet the region's transportation capital and operating needs. Revenue forecasts will be developed for the 2050 design year and include fiscal projections for a baseline year, plus a mid-term, 2036 element and a long-term, 2050 plan. Program implementation will comprise of programs and projects categories. This will also include developing a County road and bridge financially constrained program.

Establish a Programming Link to the MPO TIP. Based upon the financial plan and investment priorities, programming analysis tools will need to be developed as an extension of the LRTP to create a programming link to the Transportation Improvement Program (TIP) document. Under a PBPP framework, the TIP will incorporate the specifics of network and transit project investments, their funding sources, and how they are contributing to transportation system performance improvements.

Environmental, Social and Cultural Screening. The consultant will work with MPO/Planning staff (in concert with environmental agencies) to develop an environmental, social, and cultural screening process to evaluate alternative strategies and specific projects. This process will be applied throughout strategy and project identification, selection, and prioritization through GIS analysis. The goal of this task is to ensure that these factors are taken into account early in the project development process. The consultant also should address integration of transportation planning, climate change and environmental, social, and cultural screening. This will include a discussion of potentially environmentally sensitive areas including threatened and endangered species, wetlands, floodplains, cultural resources, air quality evaluations, greenhouse gas emissions reductions, and right-of-way impacts and meet the requirements of federal regulations. In addition, equity lens questions from the MPO Public Participation Plan will be applied within the screening process.

Air Quality Conformity Analysis. The Lincoln Planning Area is an air quality attainment area. The consultant will provide an updated Air Quality Analysis for both the mid-term, 2036 element and long-term, 2050 Update plan. The methodology used in this analysis will be consistent with the MOVES model required by the Environmental Protection Agency. This document is to detail the assumptions and procedures used and the results obtained in the air quality conformity analysis for the Lincoln MPO LRTP for the year 2050. The Lincoln-Lancaster County Health Department will be involved with the work of updating the MOVES model. The consultant will work with the MPO and Health Department to assess options for the use of locally/regionally specific vehicle fleet information in the MOVES model.

Project Documentation. The consultant will prepare and compile reports/technical memorandums developed throughout the planning and system analysis process in a single Technical Report. This report will support the development of a user-friendly LRTP document. Project documentation will be provided to the MPO/City of Lincoln in both hard copy and electronic version, which includes all modeling and GIS information and data. Hard copies include but are not limited to; background, existing conditions, system analysis, financial plan, implementation plan, graphics, financial tables, modeling and GIS information and data.

Public Involvement and Stakeholder Outreach

Public involvement and stakeholder outreach for the 2050 LRTP Update is described in Section 2.1.2 of this RFP.

2.3 Develop a Lincoln Mobility Plan

Overview. The Mobility Plan will encompass an update to the 2013 Pedestrian and Bicycle Capital Plan and the 2019 Lincoln Bike Plan. The City of Lincoln is interested in improving upon the City's wide network of existing facilities and to develop new facilities to provide for improved and safer commuting, transportation, and recreational opportunities by all modes, especially vulnerable road users. The 2050 LRTP includes a goal of a balanced transportation system, which "while the system must function well for motor vehicles, it should also promote and appropriately fund public transportation, bicycling, and walking as viable travel choices that support the public health, safety and welfare of the community." To achieve this goal, Lincoln needs a clear and cohesive plan that ties all these modes together. In 2013, Lincoln adopted its first pedestrian and bicycle plan. However, only the bicycle section was updated in 2019 with the Lincoln Bike Plan. Since then, new technologies such as scooters and on-demand transit

service have come online that have not been included in the planning process for a wholistic system. The City desires a Mobility Plan that shall show a comprehensive transportation network that utilizes a variety of facilities such as pathways, trails, bike lanes, bicycle boulevards, shared streets, sidewalks, enhanced crossings, and other facilities. The plan will depict a comprehensive system of off-road and on-road facilities that safely connects neighborhoods and destinations and encourages active modes of travel. The Mobility Plan will also need to be coordinated with and integrate the recommendations of the VZAP.

Schedule. The overall project timeframe for Mobility Plan completion is approximately 10 to 12 months. The goal is to have the final draft of the Mobility Plan completed by April 2026, timed so that the recommendations of the Mobility Plan can be integrated into the 2050 LRTP Update.

Scope of Work. The general scope of work for the Mobility Plan includes Visioning, Goals and Objectives, an Assessment of Existing Conditions, Formulation of a Mobility Network for Existing and New Growth Areas, Mobility-Oriented Development priorities, Policy and Programmatic recommendations, and Public Involvement and Stakeholder Outreach.

Vision, Goals, and Objectives

Building on existing City Plans, the Consulting Team will work with MPO/City staff and the advisory committees to develop a consistent overall vision, goals and objectives for the plan. This vision should be comprehensive and focused on impact, extending to all neighborhoods and people of all ages and abilities. Goals and objectives should guide the process.

Existing Conditions Assessment

The Consulting Team will produce an assessment of the state of mobility in Lincoln. The report will describe the current conditions of the network, including facilities and support facilities as well as gaps or missing elements, and existing programs and policies as they relate to walking, biking, rolling, and transit connections. The system will be reviewed for general user convenience, accessibility, comfort level, topography, support facilities, and wayfinding, as well as coherence of the system for all ages and mobilities.

The following information will be provided to the Consulting Team:

- GIS Data to include: existing and planned on-street bicycle facilities, trails, sidewalk data, intersection information, roadway centerlines, transit information, crash data
- Link to motor vehicle traffic volumes.
- Adopted plans and guiding documents relevant to the mobility system, including the City's Long Range Transportation Plan, Comprehensive Plan, Bicycle and Pedestrian Capital Plan, Lincoln Bike Plan, and the Downtown Master Plan, scooter report, Transit Development Plan, and related updates.
- City's Complete Streets Policy and recent annual reports.
- List of forthcoming/planned trail, bicycle, and street projects.
- 2023 Bike Friendly Community designation feedback from the League of American Bicyclists.
- Bicycle and pedestrian count data.

- Community overview and data, land use and density, census data, zoning information, locations of key destinations (e.g. schools, employment centers), and future plans and projects.
- Bicycle Facility Design Manual.
- VZAP draft documents (or final if available).

Formulate the Mobility Network

Based on public input and analysis of data collected through the steps above, the Consulting Team will propose improvements to and expansion of the Lincoln mobility network. The proposal should consider new facility types and innovative design improvements. The Consulting Team will use Level of Service and Level of Stress analyses to develop a GIS-based mobility network. All data will be produced as standard GIS shapefiles, and all data layers will be provided to the City in a geodatabase so that maps can be updated and revised as needed. All arterial and collector streets should be analyzed to determine existing infrastructure, gaps, and deficiencies in the mobility network to identify where the following improvement projects are needed. Residential streets that support the bicycle network, first-last mile gaps, school connections, and accessibility should be reviewed.

- Safe Routes to School connections (incorporating work done to date to map school zone routes)
- ADA enhancements
- Sidewalk gap construction
- Crossing recommendations (intersections and mid-block)
- Bicycle infrastructure (building from 2019 plan; no need to recreate the network, rather suggest minor modifications based on changes since 2019 and any changes needed to support a broader mobility network)
- First/last mile connections to transit stops
- Identification of cross city bikeways (bikeways are comprised of various bicycle infrastructure to create a cross-town route)

Mobility-Oriented Development (MOD)

The Lincoln MPO desires high-level priorities for encouraging transportation sensitive development across the City of Lincoln. . The Mobility-Oriented Development content should focus on trails, transit, and other transportation infrastructure as amenities, which could be integrated into adjacent development. This task will include land use and policy discussions to be coordinated with the update of the Lincoln-Lancaster County Comprehensive Plan.

Develop Policy and Programmatic Recommendations

Drawing from innovative and best practices, the Consulting Team will work with MPO/City staff to identify policies and programs intended to create a safe, accessible, accommodating, all ages transportation network. Recommendations should include policy changes and City Ordinance changes as well as educational efforts for bicycle safety, driver education, and other public outreach programs. Methods of evaluating programs and services should also be incorporated, along with how to plan for an integrated micromobility into the mobility system.

Implementation, Funding, and Phasing

The Consulting Team will work with MPO/City staff to develop recommendations for implementing the plan, including a data-driven prioritization framework. Recommendations should incorporate an overview of funding sources, cost estimates, and maintenance strategies as well as ease of implementation, prioritization and phasing. The Mobility Plan will include strategies and performance measures to guide the planning, funding, and implementation of future projects. As part of the strategy, The Consulting Team should identify high visibility projects with low financial cost that can be completed or piloted within 1-2 years of adoption of the plan. The Consulting Team will identify the highest priority projects that will undergo scoping in Phase 2 along with a multi-year Capital Plan, including conceptual cost estimates and concept designs for implementing major features of the plan.

Develop Draft and Final Plan

The Consulting Team will work with MPO/City staff to develop a final report which should integrate all goals, policies and recommendations, the updated network map, facility design recommendations, and implementation actions for review by the advisory committees, community stakeholders, and the general public. The plan will also include the strategies and performance measures that will guide the planning, funding, and implementation of future projects. The ultimate outcome will be recommendation of approval by the MPO Technical Committee and final adoption by the MPO Officials Committee.

Public Involvement and Stakeholder Outreach

Public involvement and stakeholder outreach for the Mobility Plan is described in Section 2.1.2 of this RFP.

3.0 Reference Documents

Lincoln MPO Transportation Plans & Documents:

<https://www.lincoln.ne.gov/City/Departments/Planning-Department/MPO>

- Lincoln MPO 2050 Long Range Transportation Plan
 - Lincoln MPO Travel Demand Model Technical Documentation and User's Guide and Technical Documentation (Appendix D of the 2050 LRTP)
- Lincoln MPO Public Participation Plan and Public Meeting Checklist
- Congestion Management Process
- FY 2025-2028 Transportation Improvement Program
- Annual Transportation System Performance Report
- Lincoln Bike Plan (2019)
- Lincoln Bicycle and Pedestrian Capital Plan (2013)

Lincoln-Lancaster County 2050 Comprehensive Plan (PlanForward):

<https://www.lincoln.ne.gov/City/Departments/Planning-Department/Long-Range-Planning/Comprehensive-Plan>

Lincoln Climate Action Plan (2021): <https://www.lincoln.ne.gov/files/sharedassets/public/v/2/projects-programs-amp-initiatives/resilient-lincoln/documents/climateactionplan.pdf>

Lincoln Transit Development Plan (2022): <https://lincoln.ne.gov/city/ltu/startran/tdp/>

Lincoln Airport Master Plan (2007):
<https://www.lincolnairport.com/business-information/plans-documents/>

Lincoln Transportation Strategy Recommendations and Report (2018):
<https://lincolnonthemove.com/final>

Lancaster County Transportation Strategy Final Report (2018):
<https://www.lancaster.ne.gov/DocumentCenter/View/120/Lancaster-County-Transportation-Strategy-Final-Report-PDF>

Downtown Lincoln Master Plan (2018): <https://www.lincoln.ne.gov/City/Departments/Planning-Department/Long-Range-Planning/Downtown-Plan>

4.0 RFP Schedule

The following is the proposed schedule for developing and submitting a proposal and for the consultant selection process:

Activity	Date(s)
RFP Released	August 27, 2024
Deadline for Written Questions	4:00 p.m. CST, September 16, 2024
Responses to Written Questions via Questions and Answers Sheet	September 23, 2024
NDOT Form 497 on File at Nebraska Department of Transportation (NDOT)	4:00 p.m. CST, September 27, 2024
Deadline for Proposal Submittals	4:00 p.m. CST, October 7, 2024
Notification of Short-List Firms for Interviews	October 25, 2024
Interviews	November 4-8, 2024
Notification of Selection	November 15, 2024
Scope of Services and Contract Negotiations	November 18, 2024 – January 3, 2025
Lincoln MPO Approval	January 2025
Issue Notice to Proceed	January 2025

5.0 Submission of Proposals

Respondents to this Request for Proposals must be received in the Lincoln MPO office no later than **4:00 p.m. CST on Monday, October 7, 2024**. No exception to this deadline will be given. Respondents must provide one (1) printed copy and one (1) electronic version (PDF format) of their proposal in a sealed enveloped clearly marked on the exterior as containing **“Proposal for Professional Consulting Services for Updating the Lincoln MPO Long Range Transportation Plan and Developing a Lincoln Mobility Plan”** to:

Lincoln MPO / Lincoln-Lancaster County Planning Department
555 S. 10th Street, Suite 213
Lincoln, NE 68508
Attn: Rachel Christopher

Documents provided shall remain firm for a period of ninety (90) days after the submittal due date. Submittals received after the designated time will not be considered in the selection process and will be retained unopened until after award. The Lincoln MPO reserves the right to accept or reject any or all submittals and to waive informalities or irregularities in the selection process.

Firms whose proposals are not accepted will be notified as soon as the selected firm has been approved and a contract has been negotiated.

All questions concerning this Request for Proposals should contact Rachel Christopher, Transportation Planner, by email at rchristopher@lincoln.ne.gov. Questions must be submitted in writing by 4:00 p.m. CST on September 16, 2024. The Lincoln MPO will answer all questions through a Question and Answer (Q&A) Sheet to be posted on the Lincoln MPO website by September 23, 2024.

Consultants interested in this Request for Proposal are responsible for checking updated information on the Lincoln MPO website.

6.0 Proposal Requirements

The proposal should not exceed fourteen (14) pages total. A page is defined as 8-1/2 by 11 inches and printed on one (1) side, single or double spaced. Fold-out pages are not allowed. Letter of interest, table of contents, organizational chart, and appendix material are not included in the page count. Front and back covers and dividers between the sections are allowed and not included in the page limit. Proposals should be arranged in the order detailed below. While these items provide a general description of what is expected in the proposal, it is not meant to limit or exclude other pertinent information from being included.

- Letter of Interest
The letter of interest is a brief summary of the key points of the proposal and approach to accomplish the work. This letter will include the name, address, and telephone number of the firm as well as the name of the project manager regarding the proposal. The letter of interest shall not exceed two (2) pages, and it should be addressed to the following:

Rachel Christopher, AICP
Transportation Planner
Lincoln MPO / Lincoln-Lancaster County Planning Department
555 S. 10th Street, Suite 213
Lincoln, NE 68508

- **Table of Contents**
If necessary, a table of contents can be provided to reference key items, charts, and tables in the proposal.
- **Organizational Chart**
The organization chart will identify the project manager and other key personnel of the firm's project team to perform the work. This chart shall not exceed two (2) pages.
- **Qualifications and Experience**
Experience with using TransCAD Modeling software and ESRI-Based Geographic Information Systems software and with the development of Long Range Transportation Plan projects, familiarity with Metropolitan Transportation Planning, Performance-Based Planning and Programming, Mobility Planning, and a satisfactory record of performance should be substantiated. Staffing proposed for this project should be discussed along with their resumes indicating qualifications, experience, and recent projects. This section shall include the following as a minimum:
 - Description of recent similar projects in which key staff presented in this proposal played an important role.
 - References for the projects listed above, i.e., contact name, agency, address, phone number and email address.
 - Identify the proposed subconsultants and their key staff that would be utilized if your firm were selected. Describe the role of the subconsultants to accomplish the work of the project and identify their percentage of work to the overall project.
 - Current workloads and future commitments for the project manager, task managers, and other key staff should be discussed.
- **Schedule**
The proposal will include an outline of the proposed schedule, activity, and work effort. The schedule shall not exceed two (2) pages.
- **Management Summary**
A management summary that states the consultant's understanding of the project to be performed and a conceptual work plan with the consultant's approach to performing the work, which includes the proposed methodology to accomplish the tasks identified in the General Scope of Work in this Request for Proposals.
- **Appendix**
The Appendix shall only include the below items. No other information is allowed in the Appendix.
 - Resumes of key staff proposed for the project. Resumes included should be limited to those key personnel who will be committed to this project. A resumes shall be no more than two (2) pages for each person.

- A completed DR Form 498 not to exceed six (6) pages for the prime consultant and six (6) pages for each subconsultant. A separate DR Form 498 must be submitted for each subconsultant to be used. The latest DR Form 498 is available here: <https://dot.nebraska.gov/business-center/consultant/manuals-forms/>
- A Drug-Free Workplace Policy for the prime consultant and any subconsultant. An example of a Drug-Free Workplace Policy is available here: <https://dot.nebraska.gov/business-center/consultant/consultant-certification/>
- A completed Conflict of Interest Disclosure Form for the prime consultant and any subconsultant. The latest Conflict of Interest Disclosure Form for consultants is available here: <https://dot.nebraska.gov/business-center/lpa/projects/downloads/>
- Proof of Insurance for the prime consultant and any subconsultant.

Interested consultants must have a current [NDOT Form 497, “Architect, Engineer, and Related Services Certification Form”](#) on file with NDOT prior to the deadline identified in the RFP Schedule section of this Request for Proposals. If necessary, a completed NDOT Form 497 should be submitted to: NDOT.PDAnnualCertification@nebraska.gov.

7.0 Selection Process

It is anticipated that one (1) consultant will be awarded the contract under this Request for Proposals. The payment method for the contract will be Cost Plus Fixed Fee.

The Lincoln MPO reserves the right to abandon or terminate any contract at any time and either re-advertise services or utilize its own forces. The Lincoln MPO also reserves the right to accomplish services for future phases on all projects with the selected consultant, select another consultant, or utilize its own forces.

The Lincoln MPO has established a consultant selection team made up of representatives from the Project Oversight Planning Committee. The desire of the Lincoln MPO is to short-list a minimum of three (3) consultants for interviews. The evaluation criteria to be used for the short listing and final selection is outlined in the Evaluation Criteria section of this Request for Proposals.

The Lincoln MPO will contact the short-listed consultants to schedule interviews. Interviews are anticipated to be conducted on November 4-8, 2024 at the County-City Building, 555 S. 10th Street, Lincoln, NE 68508. Interviews will be capped at sixty (60) minutes, which consist of not more than forty (40) minutes for presentation and twenty (20) minutes or whatever time remains following the presentation for questions and answers. The Lincoln MPO will contact the selected consultant by phone after the interviews have taken place.

The RFP timeline allows for more than thirty (30) calendar days for developing the detailed scope of services and contract negotiations with the selected consultant (see RFP Schedule section of this Request for Proposals). If agreement on the scope of services and contract negotiations cannot be reached within thirty (30) calendar days then the Lincoln MPO may end this activity and begin developing the detailed scope of services and contract negotiations with the next ranked firm.

8.0 Evaluation Criteria

Price is not a selection factor, and consultants should not include a cost for their services within their proposal. The consultant selection team will evaluate proposals using the criteria for the short listing and final selection as shown on pages 20-21 of this Request for Proposals.

Short-List Criteria	Points
1. Professional qualifications necessary for satisfactory performance <ul style="list-style-type: none"> a) Project manager and key team members are qualified to perform the services necessary b) Consultant has demonstrated experience with long range transportation plans, travel demand modeling (using TransCAD), and GIS-based analysis tools c) Consultant’s knowledge of the Lincoln MPO and/or MPO processes and the applicable federal regulations and State and Federal procedures related to Metropolitan Transportation Planning and Programming 	15
2. Specialized experience and technical competence in the type of work required <ul style="list-style-type: none"> a) Consultant has provided comparable projects in which they have been involved b) Demonstrated experience using computer programs of the consultant, i.e. TransCAD or compatible travel demand modeling software, and ESRI-Based Geographic Information Systems software c) Consultant has integrated performance-based planning and programming principles and methods into long range transportation plans d) Consultant has experience with planning for alternative modes and expertise in assessing and integrating multiple modes within a holistic transportation network 	15
3. Past performance of consultant <ul style="list-style-type: none"> a) Past performance on contracts with the Lincoln MPO, other MPOs, government agencies, and/or regional planning organizations on previous similar projects (i.e. completed project to complete satisfaction of clients, completed project on schedule and within budget) b) Three (3) or more references included by consultant in proposal documentation and relevance to the subject matter 	10
4. Capacity to accomplish the work in the required time <ul style="list-style-type: none"> a) Consultant has adequate staff for this project b) Current workload of the consultant 	10
5. Understanding of the subject matter <ul style="list-style-type: none"> a) Land use/transportation relationships that support the transportation models and long range transportation plans b) Long range multimodal transportation and mobility planning principles c) Regulations and requirements for the development of MPO long range transportation plans (i.e. performance-based planning and programming principles and methods) 	25
6. Project approach and study design <ul style="list-style-type: none"> a) Recognize and identify special circumstances of this project b) Provide logical approach to tasks, schedule, and issues of this project c) Creative approach in performing tasks such as developing project planning data 	25
Total Points	100

Final Selection Criteria	Points
1. Short List Criteria score	100
2. Feedback from references on consultant's past performance	10
3. Quality and content of interview <ul style="list-style-type: none"> a) Presentation was clear and concise b) Consultant addressed evaluation factors adequately c) The consultant's answer to the consultant selection team's questions were answered logically and thoroughly d) Consultant demonstrated a creative approach in performing tasks such as developing project planning data and use of emerging technology e) Management and communication approach and QA/QC for this project 	50
Total Points	160

9.0 Project Budget

The Lincoln MPO selection process uses a Qualifications-Based Selection (QBS) process to select an engineering, architectural or planning firm to provide professional services. The selection process is independent of funding source. A project scope of work and budget for each phase will be negotiated in detail with the selected consultant. Consultant selection will be based on the merits of the proposal and interview which will be evaluated based upon the criteria as shown in the Evaluation Criteria section in this Request for Proposals to accomplish the work within the constraints of this project. This project is described in and will need to meet the constraints of the MPO Unified Planning Work Program (UPWP). A cost for this project has not been specified in the Unified Planning Work Program.

- This is a Federal-aid Project, all rules in the Local Public Agencies (LPA) Guidelines Manual for Federal-Aid Projects, as published on the NDOT website, must be followed. This manual is located at <https://dot.nebraska.gov/business-center/lpa/projects/>.
- The method of payment to be used will be cost plus fixed fee.
- Price is not to be a factor in selection.

10.0 Period of Performance

Performance of the contract is expected to begin immediately after a contract has been negotiated and executed. The timeframe of each phase of the project will be based upon the project scope and provide the basis of the following phase. Project phases may overlap as necessary. The overall project timeframe for the Mobility Plan is to have the final draft completed by April 2026. The overall project timeframe for the 2050 LRTP Update completion is approximately 24 months, with the goal to have the final draft of the LRTP completed by June 2026, so the document can be released for the public comment period. The MPO Officials Committee approval of the 2050 LRTP is required by December 2026. **If your firm does not believe it has the ability to commit the adequate resources necessary to meet these dates, please do not submit a proposal for this work.**

Two consultant performance evaluations or reviews will be held within the study timeframe. All data files and validation reports developed within this project will be provided to the Lincoln MPO.

11.0 General Terms and Conditions

Conflicts of Interest – The proposer shall disclose any known or potential conflicts of interest with Lincoln MPO and the Federal Highway Administration (FHWA). The proposer must declare that the proposer is not currently, and will not during the performance of any services for Lincoln MPO, participate in any other work involving a third party with interests in conflict currently or likely to be in conflict with Lincoln MPO’s interests without Lincoln MPO’s approval. All sub-consultants must submit a conflict of interest form as well.

Amendments to this Request for Proposals – Lincoln MPO reserves the right to amend or cancel any or all parts of this Request for Proposals. Revisions to this Request for Proposals shall be posted on the Lincoln MPO website at least three (3) full business days prior to the deadline for submittal of responses.

Non-commitment of Lincoln MPO – This Request for Proposals does not commit Lincoln MPO to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services.

Confidentiality – Before award of the contract, all responses to this Request for Proposals will be designated confidential to the extent permitted by the Nebraska Public Records Law (84-712). After award of the contract (or if not awarded, after rejection of all responses), all responses will be regarded as public records and will be subject to review by the public. Any language purporting to render all or portions of the responses confidential will be regarded as non-effective and will be disregarded.

Access to Records and Reports – The proposer acknowledges the selected consultant firm will give Lincoln MPO, NDOT, FHWA, and the Comptroller General of the United States access to any books, documents, papers and records of the consultant firm which pertain directly to the contract for the purposes of making audits, examinations, excerpts, and transcriptions. Related contractual documents will be maintained for no less than three years after the date of termination or expiration of the contract.

Termination – Lincoln MPO will retain the right to terminate the contract for convenience or default. These clauses will be incorporated into the contract with the selected consultant firm.

Civil Rights – Lincoln MPO is in compliance with Title VI of the Civil Rights Act, as amended, section 303 of the Age Discrimination Act of 1975, as amended, section 202 of the Americans with Disabilities act of 1990, and Federal transit law. Thus, clauses relating to nondiscrimination and equal employment opportunity (race, color, creed, national origin, sex, and disabilities) will be included in the contract with the selected consultant firm.

Drug Free Workplace – Lincoln MPO has established and maintains drug-free workplace policies. The selected consultant firm and all sub-consultants must have established and maintain drug-free workplace policies as well, such as those set forth in the Federal Drug Free Workplace Act of 1988.

Attachment: Anticipated Schedule for the 2050 Long Range Transportation Plan Update and Lincoln Mobility Plan

TASK	START DATE	END DATE	2025												2026											
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2050 LRTP Update	Jan-25	Dec-26	[Solid teal bar]																							
Mobility Plan	Jan-25	TBD	[Solid grey bar with hatching from Jan-26 to Dec-26]																							
Milestone 1: LRTP Travel Demand Model Complete			[Timeline with blue dot in Feb-26]																							
Milestone 2: Mobility Plan Final Draft			[Timeline with blue dot in Apr-26]																							
Milestone 3: LRTP Update Final Draft			[Timeline with blue dot in Jun-26]																							

**Hatching indicates where completion/adoption schedule is yet to be determined.*