

Request for Proposals **(REVISED)**

For

NEWTOWN BUS RAPID TRANSIT AND PEDESTRIAN TRAIL CONCEPT STUDY PHASE I AND PHASE II

The Bucks County Planning Commission (BCPC), in cooperation with the Montgomery County Planning Commission (MCPC), is seeking proposals from experienced and multi-disciplined transportation planning and engineering firms or teams to provide technical analyses which will determine the feasibility of providing bus rapid transit service and a pedestrian trail along the currently unused Newtown branch to service the Newtown area of Bucks County. Upon determination of the feasibility of Bus Rapid Transit at completion of Phase I of the study, the consultant may be retained to complete Phase II. Phase II will commence on July 1, 2006.

The contract period for Phase I will be from July 1, 2005 through June 30, 2006.

The contract period for Phase II (if necessary) will be from July 1, 2006 through June 30, 2007.

For Additional Information Please Contact:

Richard G. Brahler, Jr., Senior Transportation Planner
Bucks County Planning Commission
1260 Almshouse Road
Doylestown, PA 18901
(215) 345-3427/(215) 345-3886 fax
rgbrahler@co.bucks.pa.us

Proposals submitted for this project will be accepted up until the due date of Friday, June 24th at 5:00 PM.

NEWTOWN BUS RAPID TRANSIT AND PEDESTRIAN TRAIL CONCEPT STUDY

SCOPE OF SERVICES

INTRODUCTION

The Bucks County Planning Commission, in cooperation with the Montgomery County Planning Commission, is seeking proposals from experienced and multi-disciplined transportation planning and engineering firms or teams to provide technical analyses which will determine the feasibility of providing bus rapid transit service along the currently unused Newtown branch to service the Newtown area of Bucks County.

BACKGROUND

The Newtown branch of the SEPTA R8 Regional Rail service was discontinued in the early 1980's due to a variety of factors. The use of outdated rolling stock, poor rail bed conditions and diesel locomotion which would be unable to utilize the soon-to-open center city tunnel led to a steady decline in ridership. However, since the 1980's, the Newtown area has grown tremendously, while improvements to the area's transportation facilities has not kept pace.

Continual efforts by Bucks County to restore rail service along the line has met with opposition, mainly due to the costs involved with electrification of the line. Bucks County continues to support preservation of this line for public transit. Therefore, this study will investigate the potential for the use of Bus Rapid Transit (BRT) for the area. Bus Rapid Transit can be defined for this study as a flexible, rubber-tired rapid-transit mode that combines stations, vehicles, services, running ways, and Intelligent Transportation System (ITS) elements into an integrated system with a strong positive identity that evokes a unique image. Bus Rapid Transit applications are designed to be appropriate to the market they serve and their physical surroundings, and they can be incrementally implemented in a variety of environments. In brief, Bus Rapid Transit is an integrated system of facilities, services, and amenities that collectively improves the speed, reliability, and identity of bus transit. Bus Rapid Transit, in many respects, is rubber-tired light-rail transit (LRT), but with greater operating flexibility and potentially lower capital and operating costs. Often, a relatively small investment in dedicated guideways (or "running ways") can provide regional rapid transit.

Since the SEPTA R8 rail line is currently available for use, the Bus Rapid Transit study will investigate the possibility of the using this line at a "fixed guideway" system. In addition, throughout the years, several groups have proposed a pedestrian facility along the unused rail line. This study will also investigate the possibility of the construction of pedestrian facilities in coordination with the Bus Rapid Transit facilities.

OBJECTIVES

The objectives for **Phase I** of the study are to:

1. Assess the existing conditions of the corridor.
2. Determine prospective study corridor conditions.
3. Determine appropriate bus rapid transit limits.
4. Determine location of stations and park and ride locations.
5. Develop and evaluate ridership demand forecasts for Bus Rapid Transit.

The objectives for **Phase II** of the study will be to:

6. Determine engineering problems associated with conversion of rail line to Bus Rapid Transit.
7. Determine feasibility of Bus Rapid Transit and pedestrian facility co-existence along corridor.
8. Develop concept operations and capital improvement plans for proposed routing.
9. Define and scope the extent of engineering projects and capital costs.
10. Prepare final feasibility report.

STUDY TIMELINE

Phase I of the study will commence on July 1, 2005 and will end on June 30, 2006. Upon determination of the feasibility of Bus Rapid Transit at completion of Phase I of the study, the consultant may be retained to complete Phase II which will commence on July 1, 2006.

STUDY FUNDING

Phase I of the study will be funded through Delaware Valley Regional Planning Commission's Transit Support Program in the amount of \$55,000. Upon determination of the feasibility of Bus Rapid Transit at completion of Phase I of the study, the consultant may be retained to complete Phase II in the amount of \$50,000. The total study funding may be as much as \$105,000.

STUDY FORMAT

PHASE I

TASK 1 ASSESS EXISTING CONDITIONS OF THE CORRIDOR

Using Delaware Valley Regional Planning Commission (DVRPC) demographic and travel data as a base, the Consultant will be responsible for describing, analyzing and summarizing the existing demographic and travel conditions (2005). The Consultant will also refer to completed land use and transportation studies prepared by Bucks and Montgomery County Planning Commissions and SEPTA.

The following information will be obtained:

- A. Demographic - 2000 and 2005 County and corridor population, employment, households and auto ownership.
- B. Land Use/Development - Generalized study corridor and municipal residential, industrial, commercial and institutional land use and open space, as well as significant concentrations of vacant land, existing zoning, and current development activity (2005).
- C. Transportation Network - Corridor highway and transit facilities and characteristics, including traffic volumes, ridership, existing commuter rail, rapid rail transit, light rail transit and bus service; ridesharing and paratransit activities, commuter parking, rail freight service operating characteristics and facilities, as well as past and present market share of transit versus highway use and reasons for change.

TASK 2 DETERMINE PROSPECTIVE STUDY CORRIDOR CONDITIONS

Analyze and summarize prospective (Year 2030) conditions within the defined study corridors with particular emphasis on the municipalities, neighborhoods and prospective conditions adjacent to the existing rail line. The following information will be obtained:

- A. Demographic - DVRPC's forecasted county, corridor and municipal population, employment, household and auto ownership in the years 2010 and 2030.
- B. Land Use/Development - Generalized future study corridor and municipal land use based on regional, county and municipal plans, prospective redevelopment areas, development of currently vacant land and pending major development projects.
- C. Transportation Network - Planned and programmed improvements to the transportation network, including major highway improvements, commuter rail restorations, extensions of light and rapid rail transit, expanded bus service, ridesharing and paratransit activities, expanded commuter parking and development of transportation centers, as well as possible changes in rail freight service operating characteristics.

TASK 3 DETERMINE APPROPRIATE BUS RAPID TRANSIT LIMITS

The Newtown Branch of the SEPTA right-of-way extends from the R-8 Fox Chase Station in the City of Philadelphia through Montgomery County to Newtown Borough in Bucks County. The Consultant will determine whether utilizing the entire corridor is appropriate for Bus Rapid Transit. The ultimate goal of the Bus Rapid Transit should involve connection to SEPTA's existing public transit system. Potential end-points include existing rail stations, transportation centers or a proposed transfer station. The analysis should determine the most appropriate route for bus routing. The rationale for choosing these limits should include cost, community support and physical

implementation issues. DVRPC will be conducting license plate surveys at key stations located along potential corridors. The license plate survey will provide information necessary to determine the potential study limits. This process will be conducted in coordination with the BRT Study. The Consultant will be responsible for coordinating with DVRPC to obtain this information.

TASK 4 DETERMINE LOCATION OF STATIONS AND PARK AND RIDE LOCATIONS

Determine location of stations and Park and Ride locations consistent with the prospective transportation network conditions identified in Task 2. Station locations and parking facilities shall consider market access, road and public network, availability, size and cost. Parking recommendations should be made for base year (2005) and forecast year (2030).

A number of studies have been completed with regard to station placement. The following studies should be used as starting points as they relate to proposed station locations:

- ◆ Bucks County Planning Commission, Rail Station Study, December 1984.
- ◆ Montgomery County Planning Commission, Creating Transportation Choices, November 1995.
- ◆ Montgomery County Planning Commission, Transportation Activity Centers Design Study, May 1993.

TASK 5 DEVELOP AND EVALUATE RIDERSHIP DEMAND FORECASTS FOR BUS RAPID TRANSIT SERVICE

Using the demographic, land use/development and transportation network information developed in Tasks 1 and 2, the Consultant will develop a travel demand simulation by mode and study corridor segment for the Years 2010 and 2030. Any factors which may influence transit ridership such as municipal land use controls, congestion mitigation strategies or other changes which could affect modal split, will also be identified. In each case (mode, corridor segment and year), the forecasted modal split and peak and off-peak ridership will be developed with special attention to the capacity of study corridor segments to capture reverse commute, intra-suburban and traditional radial trips.

While it is Bucks County's intention to use the models of the Delaware Valley Regional Planning Commission to undertake the travel demand forecasting assignment for this project, the Consultant is strongly encouraged to propose modifications or alternative methods if these will help define future travel conditions and yield stronger forecasts. The feasibility of Bus Rapid Transit will be determined based upon the ridership projections. If it is determined that Bus Rapid Transit is feasible, the consultant may be retained to complete Phase II of the study.

IF IT IS DETERMINED THROUGH PHASE I THAT BUS RAPID TRANSIT IS FEASIBLE, THE CONSULTANT MAY BE RETAINED TO CONDUCT PHASE II.

PHASE II TASKS:

TASK 6 DETERMINE ENGINEERING PROBLEMS ASSOCIATED WITH CONVERSION OF RAIL LINE TO BUS RAPID TRANSIT

The existing corridor to be studied has been unused since the early 1980's. In almost all areas, the rails are still in place. Furthermore, since the corridor is unused, substantial vegetation growth has occurred. The rails and vegetation will need to be removed prior to roadway construction. Furthermore, the structural integrity of all bridges, as well as the rail bed in the corridor will need to be verified. The Consultant will be responsible for determining the associated costs of remediation of the corridor as well as other engineering costs associated with conversion to a bus rapid transit line.

TASK 7 DETERMINE FEASIBILITY OF BUS RAPID TRANSIT AND PEDESTRIAN FACILITY CO-EXISTENCE ALONG CORRIDOR

Several groups have proposed a pedestrian facility along the unused rail line. This study will also investigate the possibility of construction of pedestrian facilities in coordination with the Bus Rapid Transit facilities. The Consultant will determine the feasibility of pedestrian facilities along the fixed guideway portion of the Bus Rapid Transit system. Issues to be addressed will include the need for additional right-of-way, community support and cost effectiveness. The provision of Bus Rapid Transit facilities shall take precedent over providing pedestrian facilities.

TASK 8 DEVELOP CONCEPT OPERATIONS AND CAPITAL IMPROVEMENT PLANS FOR PROPOSED ROUTING

The consultant will determine whether the routing alternative is physically, operationally and financially feasible. The consultant will identify any fatal flaws (e.g., grade, grade crossings, community opposition, etc.). In addition, the consultant will determine the financial feasibility of alternative using both standard Federal Transit Administration cost effectiveness measures and SEPTA performance measures. A conceptual operations and capital improvement plan will be developed for the corridor. This will focus on the level of service, new and diverted riders, new and existing parking availability, operating characteristics (including travel times, headways, peak and off-peak service, etc.), opportunities for intermodal transfers with existing SEPTA routes, changes required in existing SEPTA bus and rail routes and fare structure in sufficient detail to forecast operating expenses and capital improvement costs for service implementation. Particular attention will be paid to coordination between existing SEPTA service and the proposed routing.

Possible bus shuttles connecting the Bus Rapid Transit line to major employment and commercial centers will be identified and incorporated in the conceptual operations

and capital plans. In addition, if new vehicles and storage facilities are recommended, the general requirements for such a depot should be described including size, equipment required, utility fleet requirements, location, access from line, and cost.

TASK 9 DEFINE AND SCOPE THE EXTENT OF ENGINEERING PROJECTS AND CAPITAL COSTS

The Consultant will define the necessary and optional engineering projects needed to implement the Newtown Bus Rapid Transit. Particular attention must be paid to rights-of-way, engineering requirements and capital improvements. A partial list of engineering issues may include:

- ◆ New rights-of-way
- ◆ New bridges
- ◆ Connections between the various existing and new rights-of-way
- ◆ Vehicles recommended
- ◆ Modal transfers between vehicle types
- ◆ Grade crossings
- ◆ Passenger stations/terminals and Park and Ride lots
- ◆ Signal modernization on right-of-way now in use for safe, high speed operation and new signalization on the new route segments.

TASK 10 PREPARE FINAL FEASIBILITY REPORT

Develop a final feasibility report with the necessary recommendations, pertinent data and justification that will allow SEPTA or another suitable agency to advance the Newtown Bus Rapid Transit project if it is determined to be feasible.

- ◆ Summary of Feasibility Assessment - The Consultant shall summarize the findings and recommendations from the feasibility assessments conducted in Tasks 5, 6 and 7 in order to develop the final assessment of the engineering, right-of-way and capital costs of undertaking the proposed bus rapid transit services in the study corridor.

Twenty-five (25) copies of the final study report shall be prepared with pertinent appendices, tables and graphics to document the outcome of each task and the overall study findings and recommendations. Fifty (50) copies of an executive summary, highlighting key study findings, will also be prepared.

- ◆ Computer disc copies of the text of the final report, executive summary and reproducible formats of all related drawings, photos, and other graphics shall be submitted to Bucks County's project manager.

PROJECT ADMINISTRATION

A. STUDY TECHNICAL ADVISORY COMMITTEE MEETINGS

- ◆ A progress meeting will be conducted and a report will be submitted every 2 months during the project. The Consultant shall schedule this meeting with the Study Technical Advisory Committee (STAC) every 2 months to discuss issues related to the development of the project. Bucks County's project manager will chair the meetings. The decision on when to meet will be made by Bucks County, in consultation with the Consultant.
- ◆ Copies of the meeting agenda, written materials, diagrams and illustrations to be used during the progress meetings shall be submitted to Bucks County for review and approval at least ten working days prior to each scheduled meeting and, upon approval, will be distributed by the Consultant to STAC members.
- ◆ The Consultant shall submit a draft copy of the minutes of the bi-monthly progress meetings for approval to Bucks County within ten days after such meetings and upon approval shall distribute minutes to the STAC.

B. STUDY MANAGEMENT MEETINGS

- ◆ The Consultant will meet periodically (no more than 3) at Bucks County's request to review progress of the project and issues related to the management and direction of the project.

C. PUBLIC MEETINGS

- ◆ The Consultant shall also be prepared to organize and conduct a total of two public meetings during and following completion of the study to present interim and concluding findings and recommendations to the public. In addition, the Consultant should be prepared to conduct up three other meetings, which would include presentations to the counties of Bucks, and Montgomery and the SEPTA Board.

D. ROLE STATEMENT

1. CONSULTANT RESPONSIBILITIES

a. TECHNICAL ANALYSIS

As described in the Scope of Work, the Consultant is responsible for preparing the technical analyses which constitute this study. The following is a summary of the task detail described in the Scope of Work:

PHASE I TASKS:

- Task 1. Assess the existing conditions of the corridor.
- Task 2. Determine prospective study corridor conditions.
- Task 3. Determine appropriate bus rapid transit limits.
- Task 4. Determine location of stations and park and ride locations.
- Task 5. Develop and evaluate ridership forecasts for Bus Rapid Transit.

PHASE II TASKS:

- Task 6. Determine engineering problems associated with conversion of rail line to Bus Rapid Transit.
- Task 7. Determine feasibility of Bus Rapid Transit and pedestrian facility co-existence along corridor.
- Task 8. Develop concept operations and capital improvement plans for proposed routing.
- Task 9. Define and scope the extent of engineering projects and capital costs.
- Task 10. Prepare final feasibility report.

b. ADMINISTRATIVE

- (1) Shortly after the Consultant receives Notice to Proceed, he will assemble the STAC for a “get acquainted” session to discuss his understanding of the project and allow the STAC members a chance to discuss the project before any formal work is completed.
- (2) Participate with and provide memoranda and reports to the STAC. The Consultant shall review progress with the STAC on a regular basis and provide technical memoranda and related materials either at the conclusion of each task or at various decision points in the study.
- (3) Work with Bucks County to present the study findings at two public presentations. These presentations are a critical aspect of the study process.
- (4) Submit monthly progress reports to the project manager.
- (5) The Consultant shall be responsible for purchasing from the source any current data or related information that requires a fee from the source.
- (6) Prepare Executive Summary and Final Report for the study and reproduce 50 and 25 copies of each respectively.

2. BUCKS COUNTY’S RESPONSIBILITIES

a. PROJECT MANAGER

- (1) Bucks County will assign a project manager to supply technical direction for the Consultant’s planning and analysis efforts. The project manager will monitor and review the progress of

the Consultant's work and will coordinate with Montgomery County to supply pertinent data, counts and other planning parameters. The participation by the project manager shall not relieve the Consultant from his obligations under the terms of the contract.

(2) The project manager shall be the sole authority to direct specific task and resolve issues within the Scope of Work.

(3) The project manager shall:

- ◆ Resolve conflicts between parties to the study. However, the project manager may require the Consultant to submit its own professional recommendations, where such conflict occurs.
- ◆ Coordinate the review of all required interim and final reports.
- ◆ Arrange for public meetings during the study process.
- ◆ Arrange for all meeting space and support for all meetings scheduled.

b. STUDY TECHNICAL ADVISORY COMMITTEE

The project manager will form and staff a Study Technical Advisory Committee (STAC) to assist, advise and provide data for the project manager and Consultant. The planning arms of the following agencies will be invited to appoint a representative to the STAC: Bucks County and Montgomery County Planning Commissions, Delaware Valley Regional Planning Commission, Bucks County Transportation Management Association, and SEPTA's Long Range Planning Department.

General Instructions

All interested firms are requested to submit their Statement of Qualifications (SOQ) as follows:

- Submit an **original and five copies of the technical proposal** to the address below in a sealed envelope. The original technical proposal must be signed with an original signature by a person who is authorized to sign contracts for the applicant. Clearly mark the outside of the envelope as follows:

**Technical Proposal for
NEWTOWN BUS RAPID TRANSIT AND
PEDESTRIAN TRAIL CONCEPT STUDY
PHASE I AND PHASE II**

Faxed proposals will **not** be considered.

Mailing Address:

Ms. Lynn T. Bush
Executive Director
Bucks County Planning Commission
1260 Almshouse Rd.
Doylestown, PA 19801

Deadline:

Proposals must be received no later than 5:00 PM Eastern Daylight Time on **Friday, June 24, 2005**. Proposals received after the deadline will not be accepted.

Presentation:

Applicants may be invited to make a presentation. If so, the applicant will be notified of the date and time of the presentation. All costs incurred by the applicant in the presentations will be the responsibility of the applicant. After any such presentations, proposals may be evaluated again.

Project Schedule:

The County has established a schedule for applicant responses, proposal review, Contractor selection, and project initiation. The following tentative dates have been established for the procurement:

Milestone	Date
RFP Released	Friday, April 29, 2005
Proposal Due Date	Friday, June 24, 2005, 5:00 PM EDT
Oral Presentations (if required)	Thursday, July 7, 2005
Contractor Selection	Monday, July 11, 2005
Notice to Proceed	Friday, July 22, 2005

Proposal Acceptance and Rejection:

The Planning Commission reserves the right to accept any proposal, to reject any proposal or all proposals, to waive irregularities or informalities in any proposal, and to make the award in any manner deemed in its best interest.

All proposals submitted become the property of the Planning Commission and will not be returned. The Planning Commission is not responsible for any cost incurred by the applicant in proposal preparation or presentations given.

Information Requests:

Any requests for clarification or additional information regarding the RFP should be submitted in writing or by e-mail. All requests will be answered by the Planning Commission and e-mailed to all respondents. The respondent is responsible for notifying the Planning Commission of any problem in receiving replies. The Planning Commission is not responsible for e-mails not received by either the Planning Commission or the respondent.

Please e-mail or mail questions about this RFP to the following person:

Mr. Richard G. Brahler, Jr.
Bucks County Planning Commission
1260 Almshouse Rd.
Doylestown, Pa. 18901
Fax: 215-345-3886
E-mail: rgbrahler@co.bucks.pa.us

Single Point of Contact:

Applicants should contact Mr. Richard G. Brahler, Jr. and no one else, regarding the status of proposal evaluation. Disregard of this directive may disqualify the applicant from further consideration.

Selection Criteria

The following criteria will be used to evaluate proposals. This is not intended to be a comprehensive list, nor is the arrangement of the criteria meant to imply order of importance in the selection process.

- **Compliance with RFP Instructions.** The proposals will be evaluated for general compliance with instructions issued in the RFP. Noncompliance with significant instructions may be grounds for proposal disqualification.
- **Professional Registration.** The Contractor must be legally registered to do business in the Commonwealth of Pennsylvania. Also, the supervisory staff for this project must be located in the office where the majority of the work will be done.
- **Geographic Proximity to the Project Area.** While not a mandatory condition, it is recognized that there are advantages for the Planning Commission to select a

Contractor within reasonable regional proximity. The location of the office where the work will be performed is at least important as the location of the main office and other branch offices. No proposals will, however, be disqualified solely on the basis of this factor.

- **Use of Subcontractors.** No portion of the work to be awarded under this contract shall be sublet, assigned or otherwise disposed of, except with the written consent of the Planning Commission. No more than 20% of the work may be subcontracted. Consent to sublet, assign or otherwise dispose of any portion of the work awarded under this contract shall not be construed to relieve the Contractor of any responsibility for the fulfillment of this contract. A subcontractor shall not subcontract any portion of its work under this contract.
- **Experience and Personnel Qualifications.** A thorough accounting of expertise and personnel qualifications should be included in the response. Qualification listing or résumés are desirable for inclusion, as is a comprehensive background history of the firm.
- **Knowledge and Technical Expertise.** The applicant will be evaluated on technical suitability for the tasks required. Proposals should contain complete discussions regarding technical qualifications and expertise.
- **Financial Stability.** The applicant's financial stability will be considered based on the financial information submitted in the proposal.
- **Delivery Schedules.** Schedules proposed for delivery of products will be carefully weighed as a major factor influencing choice of a contractor.

Proposal Content:

All proposals must follow the same format. No exceptions to this format will be accepted, and all sections of the format must be addressed in order for a proposal to be accepted for evaluation.

The aim of the required format is to simplify the proposal preparation and evaluation process and to ensure that all proposals receive the same orderly review.

All proposals will include the following:

Section	Topic
0	Cover Letter
1	Company Overview
2	Technical Approach
3	Project Schedule
4	Key Personnel

5	Related Experience
6	Certificate of Eligibility
7	Minority Business Enterprise

PROPOSAL COMPONENTS

Cover Letter

Provide a cover letter introducing the document as to its content and purpose. The cover letter should also identify the individual within your organization who will respond to questions the County may have regarding your proposal. Include title, phone number, fax number, e-mail address, and mailing address where this person may be contacted. Also include specific highlights of your firm and your proposal to provide required deliverables. The cover letter with an original signature must accompany the **original** technical proposal. A copy of the cover letter should accompany each copy of the technical proposal.

Section 1: Company Overview

Provide the following information about your firm and provide the same information about any proposed subcontractor, including a brief statement as to the subcontractor's role:

- The firm name and business address, including phone number, fax number, and web site;
- The year the firm was established, (include former names and year established if applicable);
- The type of ownership and parent company, if applicable;
- An indication of the firm's licensing to do business in the Commonwealth of Pennsylvania;
- The name of the project manager for this project.

Section 2: Technical Approach

This section is intended to be the heart of the proposal and should reflect the Contractor's knowledge and experience necessary to complete the project scope of work. This section should also demonstrate the Contractor's understanding of the specifications for this project. If the Contractor chooses to also submit an alternate approach, it should be described at the end of this section and marked Section 2a.

Section 3: Project Schedule

Include a one-page schedule for completion of your project work plan and the deliverables identified. Include the proposed start and end dates and intermediate delivery dates. If the Contractor chooses to also submit an alternate approach, a one-page schedule for the alternate approach should be added at the end of this section and marked Section 3a.

Section 4: Key Personnel

List detailed and relevant experience of the key personnel you would be assigning to this project. The office in which each person is normally located should be indicated. Appropriate résumés should be included.

Section 5: Related Experience

Describe project experience that exhibits your firm's capabilities in the required areas. Be specific in describing projects and identify what office(s) performed the work. Include the name of the client organization and a person the Planning Commission can contact for a reference.

Section 6: Certificate of Eligibility

A signed Certificate of Eligibility shall be submitted indicating that the firm is not on any list of debarred contractors or otherwise ineligible to be awarded a contract using federal or state funds.

Section 7: Minority Business Enterprise:

DVRPC requires compliance with Title 49 CFR Part 23, "Participation of Minority Business enterprises in Department of Transportation Programs" and encourages minority businesses and women-owned businesses to submit proposals, and further encourages non-minority business firms to contract with minority business where subcontracting opportunities exist. Disadvantaged and minority owned businesses will be required to submit certification of eligibility ownership prior to execution of any agreements. A 9.5% goal has been established for this project.