

**REQUEST FOR PROPOSALS
TRAFFIC IMPACT AND ECONOMIC IMPACT STUDY
KENWOOD ROAD
SYCAMORE TOWNSHIP**

February 28, 2020

Work Statement

Sycamore Township desires to investigate the effectiveness of the existing raised median on Kenwood Road between the I-71 interchange and Montgomery Road.

The objective of the Study is to develop an access management plan that will maximize overall benefits to the public using Kenwood Road and to the businesses located in the Kenwood Corridor.

The investigation should include issues related to traffic flow such as Level of Service, accidents, safety, and access management standards.

The investigation should include economic matters related to the operation of businesses along Kenwood Road as related to the presence of the median.

The investigation should produce a comprehensive report with an analysis and formulation of conclusions about the cost-benefit of the median in terms of public road users and the contiguous retail and commercial enterprises.

The report should contain recommendations and an action plan related to access management.

Overall Administrative Approach

The following are important milestone in the Study:

- Advertise and send the RFP to listed Consultants.
- Interview not more than three Consultants. Select a preferred Consultant and negotiate a Consultant fee.
- Recommendation to Township Trustees and preparation of Trustee Resolution to engage Consultant; execute Contract with Consultant
- Kick Off meeting with Consultant and Administration Staff. Begin work tasks, establish final work program and schedule of work.
- Consultant to submit brief bi-weekly progress reports for the duration of the Study.
- Phase 1 progress meeting
- Public meeting(s)
- Phase 2 progress meeting
- Public meeting(s)
- Final Report with recommendations submitted to the Township and the Hamilton County Engineer.

- Consideration of the Report by the Trustees. Resolution to implement the Report's Recommendations

While Sycamore Township will administer the Study, the Hamilton County Engineer's Office will be involved in all aspects of the Study and will have final review/approval of the recommendations of the Study.

Preparation of the Report and its recommendations is intended to be a collaborative process.

Study Area and Jurisdictional Authority

The Study Area is Kenwood Road from Euclid Road to Orchard Lane and includes all properties within the Corridor as shown in Figure 1.

All of the Study Area is located within Sycamore Township. The Hamilton County Engineer has jurisdictional authority for access management on Kenwood Road. ODOT has jurisdictional authority on Montgomery Road. Sycamore Township has zoning and land use authority.

Scope of Work

The following work tasks should be completed:

1. Conduct turning movement vehicle counts, vehicle classification, and pedestrian counts at the following intersections:
 - a. Kenwood at Euclid
 - b. Kenwood at I-71 eastbound Off Ramp
 - c. Kenwood at westbound On Ramp
 - d. Kenwood at Saint Vincent Ferrer/Kenwood Square driveway
 - e. Kenwood at Kenwood Square Driveway (Right In/Right Out)
 - f. Kenwood at Montgomery (US 22)
 - g. Kenwood at Orchard Lane
2. Prepare an existing conditions map (using Google or CAGIS as a base) showing as a minimum the location of each individual business, on site circulation, parking field, ingress/egress driveways on Kenwood, name and brief description of each commercial activity, and other pertinent characteristics.
3. Review background material and previous reports and analysis. Selected relevant background material includes the following:
 - a. Kenwood Road Access Management Study, TEC Engineering, Inc., August 2011
 - b. Kenwood Road & Sycamore Plaza U-Turn, TEC Engineering, Inc., Memorandum Report, December 19, 2018.
 - c. Kenwood Road & Kenwood Plaza U-Turn (Part 2), TEC Engineering, Inc., Memorandum Report, May 2, 2019.
 - d. Mini Roundabout and Kenwood Square Driveway, TEC Engineering, Inc., Letter Report, June 19, 2019

It is noted that TEC Engineering is the traffic consultant for Sycamore Township. Copies of the above documents are available at the Administration Building (8540 Kenwood Road) and on the Township website www.sycamoretownship.org

Interviews with selected individuals should be conducted for the purpose of obtaining “before and after” information relative to the impact of the median on business and customer activity as well as safety and traffic operations. These interviews should include business owners, property owners, EMS and Fire officials, the Hamilton County Engineer, ODOT, and other public officials.

The Phase 1 Report should summarize the inventory of background information and basic data obtained. Provide research and historical information related to accident history, traffic counts, traffic operations, and impact on businesses. Establish existing conditions such as crash data, Level of Service, and retail activity for traffic operations and business activity.

Establish “before and after” conditions.

4. A status and progress meeting should be held with Sycamore Township and the Hamilton County Engineer upon completion of Phase 1 work.
5. At least one public meeting should be held after the Phase 1 Report for the purpose of receiving public input.
6. Phase 2 work should commence after the Phase 1 work is completed, include will analysis of traffic operations, safety issues, accident analysis (“before and after” median installation), economic impact on businesses (“before and after”) and evaluation of access management alternatives. These alternatives include, but are not limited, to the following:
 - Do nothing
 - Construct the mini roundabout at the Kenwood Square signalized driveway
 - Provide new opening(s) in the median so as to permit southbound left turns.
 - Permit U-Turns at the Kenwood Square signalized intersection
 - Provide service road access to the properties located on the east side of Kenwood
 - Raze the existing median
 - Reconfigure the existing service road on the west side of Kenwood.
 - Construct an exclusive northbound through lane on Kenwood at Orchard.
 - Other

Analysis and recommendations should include preliminary cost estimates for construction and right of way acquisition.

Hamilton County Engineer Considerations

- Traffic safety, operations and impact on the interstate interchanges with I-71 as well as the US 22 SR 3 (Montgomery Road) intersection must be the significant factors in reaching an engineering decision.

- The study should also include looking back at what the area in question was like prior to the construction of the median. This should include accident history, queueing issues, levels of service and the impact of use of law enforcement officers.
- The section of Kenwood Road is part of the joint ODOT/Hamilton County traffic signal coordination plan that is on the ODOT Centracs system. Any recommendations will need to address the impacts to the entire coordination plan.
- The study, and any recommendations made, shall be prepared, signed and sealed by a Professional Engineer licensed to practice in the State of Ohio with extensive experience in Traffic Operations (PTOE) in accordance with the Ohio Law. The recommendations presented must be based on sound engineering data, analysis and practice.
- Although an evaluation of access management alternatives is common and appropriate for such traffic engineering studies, the before and after economic analysis of the directly affected businesses is generally not a consideration. Historically, left turn access has not been a compensable matter.
- The Ohio Department of Transportation shall be involved in the review of areas impacted them; I-71 ramps, intersection with Montgomery Road and Centracs system.

Reports

Separate Reports will be prepared for Phase 1 and Phase 2.

Submission of Response to RFP

The Consultant should submit the Response to the RFP with three hard copies and a separate electronic copy (via email).

The Response should include:

- A description of the Consultant's overall approach to work tasks and a detailed description of the proposed work tasks.
- Qualifications for traffic analysis
- Qualifications for retail business economic analysis
- Resumes of key individuals that will be assigned to the Study
- Resume of intended project manager.
- Estimated time schedule for completion of work

Due Date

The Response to the RFP, and any questions, should be directed to the attention of:

Mr. Ray Warrick, Administrator for Sycamore Township
8540 Kenwood Road
Sycamore Township, Ohio 45236
Telephone: 513.792.7277
Email: rwarrick@sycamoretownship.org

The Response to the RFP should be submitted no later than 12:00 (noon) on March 31, 2020.

Figure 1 - Study Area

