



CLARKSTON CITY HALL
3921 CHURCH STREET ♦ CLARKSTON, GEORGIA 30021
(404) 296-6489 ♦ WWW.CLARKSTONGA.GOV

Mayor Beverly H. Burks
Councilmembers:

Debra Johnson-Vice Mayor	Jamie Carroll
Sharifa Adde	Susan Hood
Yterenickia Bell	Mark Perkins

ChaQuias Miller-Thornton, City Manager

CITY COUNCIL WORK SESSION AGENDA

THURSDAY, JUNE 26, 2025 - 7:00 PM
IN-PERSON & ZOOM
CITY COUNCIL CHAMBERS
3921 CHURCH ST. - CLARKSTON, GA 30021

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

Any member of the public may address questions or comments to the City Council referencing only agenda items after the Mayor and Council have had the opportunity to discuss the agenda item. Each attendee will be allowed 3 minutes for comments.

4. PRESENTATION/ ADMINISTRATIVE BUSINESS

A. To discuss a proclamation designating July as “Park and Recreation Month”.

5. OLD BUSINESS

6. NEW BUSINESS

A. To discuss a resolution approving an Intergovernmental Agreement for beautification of interchange at East Ponce de Leon off-ramp and Church Street on-ramp between Dekalb County and the City of Clarkston.

B. To discuss the Safe Streets for All (SS4A) Review Committee’s recommendation of the highest ranked consultant proposal.

7. ADJOURNMENT

PUBLIC PARTICIPATION BY VIDEO CONFERENCE

The City of Clarkston, Georgia will conduct the City Council Work Session at 7:00 p.m. on Thursday, June 26, 2025. The public may participate in the meeting in-person or by using the following information below:

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_JGQa4FkGRTeQpKu-duOJCg

After registering, you will receive a confirmation email containing information about joining the webinar.



CITY OF CLARKSTON

ITEM NO: 4A

CITY COUNCIL WORK SESSION

MEETING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: June 26, 2025

SUBJECT: To discuss a proclamation designating July as “Park and Recreation Month”.

DEPARTMENT: Parks & Recreation

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☐ YES ☒ NO
PAGES:

PRESENTER CONTACT INFO: Michael N. Duncan
PHONE NUMBER: 404-725-8466

PURPOSE: Launched in 1985, this year marks the 40th anniversary of Park and Recreation Month!

Each July, we celebrate park and recreation professionals and how they improve the lives of tens of millions of people, making a lasting impact in communities across the country. Park and recreation programs are essential to community health and well-being and help cultivate lifelong friendships, memories and family bonds that people hold dear decades later.

Together, we’re building and maintaining sustainable parks and green spaces for current and future generations.

Together, we’re building thriving communities focused on health and well-being.

Together, we’re building high-quality programs and spaces accessible and inclusive for all.

Together, we help people play and connect - through yoga, art classes, picnics and more.

NEED/ IMPACT: This year’s theme, “**Build Together, Play Together,** ” reminds us of the contributions of more than 160,000 full-time park and recreation professionals along with hundreds of thousands of part-time and seasonal workers and volunteers who maintain our country’s close-to-home parks.

RECOMMENDATION: Staff recommends approval by the Council to accept the proclamation declaring July, Parks & Recreation Month.

**PROCLAMATION DESIGNATING THE MONTH OF JULY AS
PARK AND RECREATION MONTH**

WHEREAS park and recreation is an integral part of communities throughout this country, including Clarkston, GA; and

WHEREAS park and recreation promotes health and wellness, improving the physical and mental health of people who live near park; and

WHEREAS park and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS park and recreation encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

WHEREAS park and recreation is a leading provider of healthy meals, nutrition services and education; and

WHEREAS park and recreation programming and education activities, such as out-of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS park and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS park and recreation is fundamental to the environmental well-being of our community; and

WHEREAS park and recreation is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS our park and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Park and Recreation Month; and

WHEREAS Clarkston, GA recognizes the benefits derived from park and recreation resources.

NOW THEREFORE, BE IT RESOLVED BY Clarkston City Council that July is recognized as Park and Recreation Month in the City of Clarkston, GA of 2025.

IN WITNESS WHEREOF, I, Beverly H. Burks, Mayor of the City of Clarkston, Georgia, have hereunto set my hand and caused the Seal of the City of Clarkston to be affixed this 1st day of July, 2025.

Mayor Beverly H. Burks, City of Clarkston

ATTEST:

Tomika R. Mitchell, City Clerk



CITY COUNCIL

ITEM NO: 6A

WORK SESSION/ CITY COUNCIL MEETING

MEETING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Discussion

MEETING DATE: JUNE 26, 2025

SUBJECT: To discuss a resolution approving an Intergovernmental Agreement for beautification of interchange at East Ponce de Leon off-ramp and Church Street on-ramp between Dekalb County and the City of Clarkston.

DEPARTMENT: Administration

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: ☐ YES ☐ NO
PAGES:

PRESENTER CONTACT INFO:

ChaQuias Miller-Thornton, City Manager

PHONE NUMBER: 404-296-6489

PURPOSE: To discuss a resolution approving an Intergovernmental Agreement for beautification of interchange at East Ponce de Leon off-ramp and Church Street on-ramp between Dekalb County and the City of Clarkston.

NEED/ IMPACT: An Intergovernmental Agreement for beautification of interchange at East Ponce de Leon off-ramp and Church Street on-ramp between Dekalb County and the City of Clarkston. The City desires to complete a beautification project at the I-285 Interchange at the East Ponce de Leon off-ramp, which is located in unincorporated DeKalb County, and the Church Street on-ramp, which is located within the municipal boundaries of the City of Clarkston (“the Project”) and the County desires to contribute to the cost of the Project for the use and enjoyment of all County and City residents.

RECOMMENDATION: N/A

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLARKSTON, GEORGIA AUTHORIZING THE MAYOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT FOR BEAUTIFICATION OF INTERCHANGE AT EAST PONCE DE LEON OFF-RAMP AND CHURCH STREET ON-RAMP BETWEEN DEKALB COUNTY AND THE CITY OF CLARKSTON.

* * * * *

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLARKSTON, GEORGIA:

Section 1. That the City Council approves an Intergovernmental Agreement for beautification of interchange at East Ponce de Leon off-ramp and Church Street on-ramp between Dekalb County and the City of Clarkston. The City desires to complete a beatification project at the I-285 Interchange at the East Ponce de Leon off-ramp, which is located in unincorporated DeKalb County, and the Church Street on-ramp, which is located within the municipal boundaries of the City of Clarkston (“the Project”) and the County desires to contribute to the cost of the Project for the use and enjoyment of all County and City residents. A copy of said agreement is attached to this resolution as “Exhibit A” and is incorporated herein for all purposes.

PASSED, APPROVED and RESOLVED this _____ day of _____ 2025.

Beverly H. Burks, Mayor

ATTEST:

Tomika R. Mitchell, City Clerk

EXHIBIT A

**INTERGOVERNMENTAL AGREEMENT
FOR BEAUTIFICATION OF INTERCHANGE AT EAST PONCE de
LEON OFF-RAMP AND CHURCH STREET ON-RAMP BETWEEN
DEKALB COUNTY, GEORGIA and
THE CITY OF CLARKSTON, GEORGIA**

THIS INTERGOVERNMENTAL AGREEMENT, by and between DeKalb County, Georgia (“County”) and the City of Clarkston, Georgia (“City”) entered into this _____ day of _____, 2025. The County and the City may be referred to herein as a “Party” or collectively as the “Parties.” The County and the City are executing this Agreement with respect to the following matters:

WHEREAS, DeKalb County, Georgia is a constitutionally created political subdivision of the State of Georgia; and

WHEREAS, the City of Clarkston is a municipality organized under the Laws of the State of Georgia, acting by and through its duly elected City Council; and

WHEREAS, the City desires to complete a beatification project at the I-285 Interchange at the East Ponce de Leon off-ramp, which is located in unincorporated DeKalb County, and the Church Street on-ramp, which is located within the municipal boundaries of the City of Clarkston (“the Project”) and the County desires to contribute to the cost of Project for the use and enjoyment of all County and City residents; and

WHEREAS, the DeKalb County Governing Authority approved the allocation of \$30,000.00 for the Project on June 24, 2024 as Item 2025-0298 and the City has obtained all necessary approvals to enter into this Agreement; and

WHEREAS, the County and the City desire to maintain a mutually beneficial, efficient and cooperative relationship that will promote the interests of the citizens of both jurisdictions; and

NOW THEREFORE, in consideration of the following mutual obligations, the County and City agree as follows:

**ARTICLE 1
PURPOSE, SCOPE OF SERVICES, AND CONSIDERATION**

1.1 The purpose of this Agreement is to provide the terms by which, in exchange for the negotiated and contracted for contribution of the County, the City shall complete the Project.

1.2 Pursuant to the terms of this Agreement, the Parties agree to fund and complete the Project for use and enjoyment of their respective residents. The City shall select a contractor based on its requirements in accordance with law applicable to local government procurement. As between the County and the City, the City shall be solely responsible for the demolition, planting, upgrades, maintenance, repair, upkeep and all aspects of the Project. In exchange and consideration for the mutual promises in the provisions herein, the Parties hereby agree that the

County shall contribute to the cost of the Project as follows: within 30 days of the execution of this Agreement, the County shall pay the total amount of \$30,000.00 to the City for completion of the Project. The City shall have no obligation to commence work of any kind towards completion of the Project until such funds have been completely delivered to the City by the County. The County shall have no other obligations of any kind.

ARTICLE 2 TERM AND TERMINATION

This Agreement shall commence upon full execution of this Agreement and shall continue until completion of the Project by the City. The City shall substantially complete the Project within one (1) year of complete delivery of funds to the City from County. In no event shall this Agreement extend beyond a period of fifty (50) years from the date hereof.

Either Party may terminate this Agreement in the event the other Party fails to perform a material term of the Agreement. Any Party seeking to terminate this Agreement is required to give thirty (30) days written notice to the other Party.

ARTICLE 3 ACKNOWLEDGMENT OF FUNDING SOURCE

Pursuant to the American Rescue Plan Act, H.R. 1319, 117th Cong. § 9901 (2021), the federal government allocated \$147,484,541.00 in Coronavirus Fiscal Recovery Fund funds ("ARPA funds") to the County. The Parties acknowledge that the County's contribution to the Project is made from interest earned on ARPA funds. The City further acknowledges its obligation to comply with all applicable federal, state, and local laws and regulations governing the receipt or use of ARPA interest, including but not limited to current and future rules and regulations issued by the U.S. Department of the Treasury or other federal agencies.

ARTICLE 4 REPRESENTATIONS AND WARRANTIES OF THE PARTIES

Each Party represents and warrants that it has the power to make, deliver, and perform this Agreement, and has taken all necessary action to authorize the execution, delivery, and performance of this Agreement. This Agreement and the services contemplated herein are for the public welfare and benefit, pertain to services and activities which the Parties are authorized by law to provide, and are undertaken in accordance with the laws and Constitution of the State of Georgia.

ARTICLE 5 AMENDMENTS

This Agreement may be modified at any time during the term by mutual written consent of both parties, as approved by the Parties' governing authorities.

ARTICLE 6 REMEDIES

The Parties reserve all available remedies afforded by law to enforce any term or condition of this Agreement.

ARTICLE 7 NOTICES

All required notices shall be given by certified first class U.S. Mail, return receipt requested. The parties agree to give each other non-binding duplicate facsimile or e-mail notice. Future changes in address shall be effective upon written notice being given by the City to the County Executive Assistant or by the County to the City Manager via certified first-class U.S. mail, return receipt requested. Notices shall be addressed to the parties at the following addresses:

If to the County:	Executive Assistant 1300 Commerce Drive, 6 th Floor Decatur, Georgia 30030 (404) 371-2174 (404) 687-3585 (f)
With a copy to:	County Attorney 1300 Commerce Drive, 5 th Floor Decatur, Georgia 30030 (404) 371-3011 (404) 371-3024 (f)
If to the City:	City Manager 1055 Rowland Street Clarkston, Georgia 30021 (404) 296-6489 (404) 298-1522 (f)
With a copy to:	Stephen Quinn, City Attorney Wilson, Morton & Downs, LLC Two Decatur TownCenter 125 Clairemont Avenue, Suite 420 Decatur, Georgia 30030 (404) 377-3638 (404) 595-7904 (f)

ARTICLE 8 NON-ASSIGNABILITY

Neither party shall assign any of the obligations or benefits of this Agreement.

**ARTICLE 9
ENTIRE AGREEMENT**

The Parties acknowledge, one to the other, that the terms of this Agreement constitute the entire understanding and Agreement of the Parties regarding the subject matter of the Agreement. This Agreement constitutes the entire understanding and agreement between the Parties concerning the subject matter of this Agreement and supersedes all prior oral or written agreements or understandings. No representation oral or written not incorporated in this Agreement shall be binding upon the City or the County. All parties must sign any subsequent changes in the Agreement.

**ARTICLE 10
SEVERABILITY, VENUE AND ENFORCEABILITY**

If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid or otherwise unenforceable, that provision or portion of the provision will be severed and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement. No action taken pursuant to this Agreement should be deemed to constitute a waiver of compliance with any representation, warranty, covenant or agreement contained in this Agreement and will not operate or be construed as a waiver of any subsequent breach, whether of a similar or dissimilar nature. This Agreement is governed by the laws of the State of Georgia without regard to conflicts of law principles thereof. Should any part institute suit concerning this Agreement, venue shall be in the Superior Court of DeKalb County, Georgia. Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party who itself or through its agent prepared the same, it being agreed that the agents of all parties have participated in the preparation thereof.

**ARTICLE 11
BINDING EFFECT**

This Agreement shall inure to the benefit of, and be binding upon, the respective Parties' successors.

**ARTICLE 12
THIRD PARTY BENEFICIARIES**

This agreement shall not be construed as, or deemed to be, an agreement for the benefit of any third party or parties. No third party or parties shall have any right of action hereunder for any cause whatsoever.

ARTICLE 13

COUNTERPARTS

This agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the City and the County, acting by and through their duly authorized agents, have caused this Agreement to be executed in multiple counterparts under seals on the date indicated herein.

[SIGNATURES ON THE FOLLOWING PAGE]

LORRAINE COCHRAN-JOHNSON
Chief Executive Officer

ATTEST:

BARBARA H. SANDERS-NORWOOD, CCC
Clerk to the Board of Commissioners
and Chief Executive Officer

APPROVED AS TO FORM:

APPROVED AS TO SUBSTANCE:

Zachary L. Williams
Chief Operating Officer

Nicole W. Aigner
Interim Deputy County Attorney

CITY OF CLARKSTON, GEORGIA

BEVERLY H. BURKS
Mayor

ATTEST:

TOMIKA R. MITCHELL
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO SUBSTANCE:

Laura L. Moore, Esq.

City Manager, ChaQuias Miller-Thornton



CITY OF CLARKSTON

ITEM NO: 6B

WORK SESSION/ CITY COUNCIL MEETING

HEARING TYPE:
Work Session

AGENDA ITEM SUMMARY SHEET

ACTION TYPE:
Review/Discussion

MEETING DATE: June 26, 2025

SUBJECT: Present to Council the “Safe Streets for All” (SS4A) Review Committee’s recommendation of the highest ranked consultant proposal

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING: ☐ YES ☒ NO

ATTACHMENT: YES ☒ NO
Pages: 2

INFORMATION CONTACT: Larry Kaiser, PE
PHONE NUMBER: 404-909-5619

PURPOSE: To select the highest ranked SS4A proposal and move forward with a contract to commence with SS4A scope of work as outlined in the RFP prepared by staff and approved by the US Department of Transportation.

NEED/ IMPACT: In FY 23 the City received a \$1,000,000 Infrastructure Investment Jobs Act grant in FY 23 with a required \$250,000 local match. The 2023 SPLOST program, with specific projects approved by city council in March 2024, included funding in the amount of \$300,000 in the event of an IIJA grant award.

RECOMMENDATION:

The City Engineer prepared a SS4A scope of work and City Procurement advertised to-bid the Request for Proposal. The bid opening occurred on May 28, 2025. Procurement received six (6) proposals as noted below:

- Cambridge Systems
- Kimley-Horn
- Foresite Group
- POND
- Toole Design
- Keck & Wood

The RFP included a description of the criteria for purposes of consultant assessment and associated weighted percentages for each criteria. City Procurement developed the scoping matrix.

The Review Committee, consisting of Interim Public Works Director Marcus Seaton, city resident Dean Moore, City Manager Thornton, Planning & Development Director Richard Edwards and City Engineer Larry Kaiser, met on June 11 to review the scope of work and processes/procedures of selection of the highest ranked firm. It was noted at the June 11 meeting that the selection criteria would include both the technical and cost proposal. Given that IIJA Grant is a “Transportation Engineering & Planning” project and not a “Civil Engineering Design” project, the Brooks Act; which requires a fee submittal only after the highest ranked technical proposal is identified, was not required.

In addition, the fee was set at \$1,250,000, thus no fee negotiations occurred.

The Review Committee ranked the firms and met again on June 16. Each committee provided their scoring matrix. Kimley-Horn was unanimously selected by all committee members.

NEXT STEPS

The City Engineer, with council approval, will meet with Kimley-Horn representatives prior to July 1st to refine the scope of work & to ensure compliance with the City's agreement with the US Department of Transportation.

The SS4A contract with the City requires substantial completion by September 2026. The city scope of work requires significant public outreach, public engagement and field tasks. The project has an aggressive schedule for completion with expectations of monthly council presentations and numerous approvals through the project duration. There will also be a number of Citizen Committees and numerous public meetings.



ADVERTISEMENT for CONTRACTUAL SERVICE
RFP – SAFE STREETS FOR ALL (SS4A) CONSULTING SERVICES - 052825

The City of Clarkston is presently accepting sealed proposals from qualified people, firms, or companies for the above-mentioned solicitation.

There will not be an information conference/pre-proposal meeting for this solicitation.

Proposals will be received no later than Wednesday, May 28, 2025, at 9:30 am (EST) at the City Hall Annex, Attn: Purchasing Department, 1055 Rowland St | Clarkston, GA | 30021.

Proposals received after the above date and time, or in any other location other than the Procurement Department, unless notified differently, will not be considered.

Timeline

Question, Answer and Clarification Deadline (Submit using BidNet Question & Answers portal - ONLY)	May 20, 2025	12:00 pm (EST)
All/Any Addendum(s) published no later than	May 23, 2025	4:00 pm (EST)
Received Proposals Opened	May 28, 2025	9:45 am (EST)

The City of Clarkston encourages all interested to do business with the City to register online: www.bidnetdirect.com/georgia/cityofclarkston.

All minority, woman owned, and small business owners are strongly encouraged to submit a proposal for this solicitation. The contract will be awarded to the most responsive offeror, not always the lowest cost, that is determined to meet the requirements and criteria set forth within the solicitation.

It shall be the person, firm, or company's responsibility to check the BidNet Direct, the GPR, or the Bid Solicitations link on the City's website for all/any bid documents to include published addenda.

The City of Clarkston reserves the right to reject any or all bids based on past performance and to waive technicalities and informalities and re-advertise.

Fax, email or late proposals will not be recognized.



BID INFORMATION

SCOPE OF WORK

PURPOSE

The City of Clarkston (“City”) is requesting proposals from qualified professional consultants who seek to assist in developing a Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan for Greater Clarkston. The Plan will identify existing conditions and historical trends to provide a baseline level of crashes involving fatalities and serious injuries including an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, pedestrians and bicyclists, transit users, etc.). The Vision Zero safety Action Plan will also recommend a comprehensive set of projects and strategies, create a prioritization framework for future project implementation countermeasures, including new policies, guidelines, and/or standards, that are shaped by data, the best available evidence, and noteworthy practices, as well as extensive stakeholder input that considers non-traditional approaches to solicit engagement and outreach that addresses the identified safety problems.

The Consultant(s) awarded this contract will have the primary responsibility of developing the Comprehensive Safety Action Plan document and will work in coordination with the City staff and various steering committees, non-profit and related agencies, Georgia Department of Transportation (GDOT), Atlanta Regional Commission (ARC) and DeKalb County.

Given the significant funding for this Comprehensive Safety Action Plan, the City will expect the selected Consultant(s) to provide robust data collection, analysis, metrics and public involvement that will lead to an implementable Action Plan that will be adopted by the Mayor and City Council then put into motion ultimately leading to significant reduction in vehicular and pedestrian accidents with a goal of no deaths for a period of time. The City encourages non-traditional strategies, technology and other methods to provide an end-product that will achieve the Cities SS4A goals identified in this Request for Proposal (RFP).

It is the goal of the City to promote local and minority business participation. The Consultant(s) shall make a good faith effort to identify and hire minority prime and/or subcontractors for this project.

PROJECT GOALS

The goal of this project is to provide city-wide planning documents, through a Comprehensive Safety Action Plan, that leads to the elimination or substantial reduction of fatalities and serious injuries on the street network for the entirety of the 1.8 square mile Greater Clarkston planning area, including interaction and coordination with DeKalb County on their SS4A Safety Action Plan that was awarded in 2024. Specific corridor of interest to the City is the North Indian Creek Drive

- Montreal Road Corridor which is located within the City and DeKalb County jurisdictions. This corridor experiences the greatest pedestrian activity within the Greater Clarkston area.

This Comprehensive Safety Action Plan will provide a framework for the City to address and mitigate safety issues across area including the cross-jurisdictional corridor of North Indian Creek Drive-Montreal Road.

The Comprehensive Safety Action Plan must also meet the goals of the Federal Highway Administration (FHWA) Office of Safety's Safe Streets and Roads for All (SS4A) program. FHWA's goal is to reduce transportation related fatalities and serious injuries across the transportation system, and for this reason it fully supports the vision of zero deaths and serious injuries on the Nation's roads. To support this vision, FHWA continues to collaborate with other US DOT agencies to implement the National Roadway Safety Strategy (NRSS), which outlines the Department's comprehensive approach to significantly reduce deaths and serious injuries to zero on our Nation's roadways. The NRSS adopted the Safe System approach, which was founded on the principles that humans make mistakes and that human bodies have limited ability to tolerate crash impacts. Consultant(s) should refer to the USDOT guidance for developing Safety Action Plan provided via the USDOT website at www.transportation.gov/grants/SS4A/resources

INTRODUCTION

The Safe Streets and Roads for All (SS4A) discretionary grant program funds are awarded on a competitive basis to support planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians; bicyclists; public transportation, personal conveyance, and micro-mobility users; motorists; and commercial vehicle operators.

The City's SS4A program provides full funding for the completion of a Safety Action Plan as described in the following and as defined in the executed contract with the FHWA on December 20, 2023. Proposers to note that modifications exist to the executed SS4A Agreement. The modifications are identified in Article 6 – Special Grant Terms. They are as follows:

- Attachment A – Table 1; remove “Equity” Performance Measure
- Attachment C – Remove in its entirety
- Attachment C – Remove in its entirety
- Attachment D – Remove in its entirety

See SS4A Executed Contract City of Clarkston FE for details and remove “Equity” Performance Measure from Table 1.

SCOPE of WORK

The Safety Action Plan document will include assembling and analyzing data regarding existing conditions within the established planning area and utilizing that data to develop recommended policies, actions, and an implementation plan to guide future development and decision making.

Proposers shall understand that although the following guidance is from USDOT for SS4A, this guidance from a policy standpoint has been modified to reflect the requirements of the Executive Branch of the federal government. The executed Safety Action Plan is essentially intact with a small number of modifications described in this RFP.

The goal of this Vision Zero Safety Action Plan is the elimination of pedestrian and traffic related deaths including the reduction in the number of significant injuries with stakeholder and community outreach and input critical to achieving this goal.

Proposers should also be aware that the narratives and project requirements in the executed agreement with the FHWA supplements the following Scope of Work.

The Consultant(s) will create and deliver a Comprehensive Safety Action Plan in compliance with SS4A standards. The Consultant(s) must adhere to the guidelines for Action Plans outlined in Safe Streets and Roads for All Action Plan Components. The Consultant(s) will ensure that each of the following requirements are met, and components are included in the Action Plan:

Leadership Commitment and Goal Setting

Include an official public commitment (e.g., resolution, policy, and ordinance) by the Mayor and City Council to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:

- A. The target date for achieving zero roadway fatalities and serious injuries, or
- B. An ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.
- C. Provide a draft and final Resolution at the outset of the project.

Planning Structure

Describe and report on the past and planned activities of the committee, task force, or similar body that is tasked with overseeing Action Plan development, implementation, and monitoring.

Safety Analysis

- A. The Consultant(s) will produce an analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries within and adjacent to the boundaries of the City. In addition, data pertaining to property-damage-only crashes, near-misses, and other relevant data collected from community input should also be included in the analysis. The plan will include an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users including the following:
 - 1. *Vehicle Crashes*: Contributing factors for the 15 highest vehicular crash locations
 - 2. *Bicycle Crashes*: Contributing factors for the 10 highest crash locations which involve cyclists
 - 3. *Pedestrian Crashes*: Contributing factors for the 10 highest crash locations

involving pedestrians

4. *Other Crashes*: Contributing factors for the 5 highest crash locations involving alternate travel modes not included above, such as micro-mobility, public transportation, and commercial operators
- B. Systemic and specific safety needs are to be analyzed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographic and structural issues, etc.). To the extent practical, the analysis should include all roadways within the jurisdiction without regard for ownership. Based on the analysis performed, geospatial identification of higher-risk locations is to be developed (a High-Injury Network or equivalent).
- C. The Consultant(s) should describe their approach to data collection and analysis of existing conditions in the study area. Provide the benefits/disadvantages of future data collection with respect to the City police department or the City Engineer staff for the purpose of reporting over a period of five (5) years.
- D. Research existing conditions and historical trends and provide a baseline level of crashes involving fatalities and serious injuries across Greater Clarkston and adjoining jurisdiction DeKalb County on the North Indian Creek Drive-Montreal Road Corridor
- E. Develop metrics to allow the city to track the progress of the SS4A Vision Zero Safety Action Plan over a period of five (5) years.
- F. Discuss accident data sources and opportunities to obtain from non-traditional sources such as the GM Vehicle Data Software, vendor software, etc.

Engagement and Collaboration

- A. The development of the Comprehensive Action Plan requires robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is to be analyzed and incorporated into the Action Plan. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical.
The engagement and coordination shall also occur with DeKalb County and their awarded SS4A grant on all cross jurisdictional roadway/street networks within the Study Area.
- B. The Consultant(s) will create an engagement strategy for both public and key stakeholder outreach. The engagement strategy should include the overall outreach and engagement framework, approach, process and schedule, strategies, and format. It should also include a list of materials and/or media to be developed to implement that framework, including notices and announcements, public meeting agendas, publicity materials, presentations, display boards, project website, etc.
Various engagement strategies should be considered to gather the information necessary to prepare the final deliverable that responds to stakeholder interests and concerns
- C. Seek other inter-governmental and intra-governmental collaborations such as the City of Tucker, ARC, GDOT, etc.

Outreach and Stakeholder Considerations

- A. Develop the Action Plan using a representative process.
- B. Collaborate with translation/interpretation partners where language barriers may exist.

- C. Consider the impact of proposed projects and strategies as it relates to the significant non-English speaking immigrant population and their understanding of the proposed improvements.
- D. Interact and receive feedback with the non-English speaking population and offer recommendations for improvements that are understandable to this sector of the population

Policy and Process Changes

- A. Analyze existing policies, standards, manuals, plans, and guidelines.
- B. Identify opportunities to improve how processes prioritize transportation safety within the existing ordinances and standards and recommendations for replacement.
- C. Incorporate the implementation of revised or new policies into the Action Plan.

Strategy and Project Selections for Safety Action Plan

- A. Address safety problems identified using proven countermeasures focused on a Safe System Approach.
 - 1. Prioritize deployment of mitigation strategies and countermeasures.
 - 2. List specific projects or strategies with timeframes.
- B. Explain criteria used for prioritization
- C. Research case studies and Best Practices throughout the US and provide a list of potential countermeasures. The FHWA “Proven Safety Countermeasure” web site lists various countermeasures. The Consultant(s) shall also consider non-traditional systems such as Automated Reckless Speed Warning devices, and other approaches that are not currently utilized and approved by the FHWA.
- D. Projects and strategies should focus on infrastructure, behavioral and/or operational safety and be shaped by data, the best available evidence and noteworthy practices, and stakeholder input considerations that will address the safety problems described in the Action Plan.
- E. The Consultant(s) should describe their experience with the Safe Systems approach, Vision Zero, Complete Streets, Public Rights-of-Way Accessibility Guidelines (PROWAG), and other road safety practices. Strategies and projects will cover physical improvements and implementation recommendations for at least forty (40) of the highest crash prone locations and will include a combination of low cost, low-tech designs with more complex interventions which are data-driven and innovative.
- F. Short-term goals of 1-2 years, mid-term of 3-5 years and long-term goals of 6-9 years to be provided.
- G. “Line Drawing” conceptual plans, utilizing the most accurate and latest aerial imagery, shall be developed for the North Indian Creek Drive - Montreal Road Corridor; from Memorial Drive in DeKalb County to the US Highway 78 overpass at the City of Tucker City Limits for purposes of identifying safety counter measures and other recommendations to transform this corridor into a safe environment for pedestrian and vehicular mobility in the future. Surveying is not permitted but field reconnaissance and measurements, data collection and other relevant information is to be applied for the purposes of developing a Vision Zero Safety Action Plan that will lead to a future implementable project (s).
- H. Identification of American Disabilities Act (ADA) deficiencies and a plan for correction, including costs, city-wide shall be developed.

Progress and Transparency

- A. The Consultant(s) will develop the method for measuring to include advertising progress with guidance from the City's Public Relations staff, City Administration and Point of Contact or designee.
- B. The Consultant(s) will be responsible for data reporting during the performance period.
- C. Establish a means to ensure ongoing transparency with residents and other relevant stakeholders.
- D. Include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries and public posting of the Action Plan online.

CONTRACTOR EXPECTATION

The Contractor(s) will be expected to conduct the following tasks, and the City strongly encourages proposers to expand on these tasks, emphasize tasks and to suggest additional tasks not identified in this RFP that may be necessary or beneficial. Sub-Consultant(s) are permitted under this contract.

Project coordination meetings, weekly updates, and City review of materials

The Contractor(s) is expected to meet regularly with the City for project coordination that includes, but is not limited to, discussion of ongoing tasks; presenting or discussion on draft project deliverables; and addressing unforeseen development challenges and/or adjusting development process. When appropriate, these meetings may be via in-person or video conference. Other additional project coordination expectations include:

- A. The City's POC will be the City's contracted engineering firm or designee.
- B. Upon contract executive, hold a kickoff meeting with City Administration and the Point of Contact or designee to review a project timeline, schedule meetings and begin the process of data acquisition.
- C. Upon contract execution, a Kickoff meeting with a full presentation shall be presented to the Mayor and City Council identifying the scope of work for the SS4A.
- D. Draft materials for review and comment by the City Administration and the Point of Contact or designee in accordance with a schedule developed at the beginning of the planning process.
- E. Provide, at a minimum, weekly updates, via e-mail, outlining work completed by the Consultant(s) and/or sub-Consultant(s). Provide written status reports bi-weekly and status update presentations monthly to the City Administration and the Point of Contact or designee.
- F. Preparation of written quarterly progress and performance reports, draft final report and final report addressing SS4A post award reporting requirements and performance measures; including metrics developed in the initial planning meetings.
- G. Quarterly reporting is to be prepared by the Consultant(s) and reviewed and submitted to FHWA by the City POC.

Meetings with the Safety Action Plan Steering Committee, Stakeholder Groups, Staff, Mayor and City Council

A Safety Action Plan steering committee will be charged with oversight of the Action Plan development, implementation, and monitoring. The City will develop the steering committee

members. The Consultant(s), in association with the City's City Administration and the Point of Contact or designee, will meet with the Steering Committee to collect input and provide updates.

In addition, the Consultant(s) will solicit input and feedback from the Steering Committee and City's City Administration and the Point of Contact or designee and provide interim reports, presentations, and updates at each monthly meeting and attend the Plan's draft plan to Mayor and City Council and the formal adoption of the plan by the City. The Consultant(s) shall also provide in-person quarterly reports to the Mayor and City Council, and in-person presentation to the Atlanta Regional Commission Transportation Coordination Committee (TCC) prior to completion of the draft report.

Public Engagement and Communications

Public participation is essential to this planning effort, and we expect robust engagement with the public and relevant stakeholders, including the private sector and community groups and non-profits, that allows for both community representation and feedback.

Information received from the engagements and collaborations should be analyzed and incorporated into the Action Plan. Plans and processes should be coordinated and aligned with other governmental plans and planning processes to the extent practical. Other expectations include:

- A. Meetings to be held with the City remove city twice Administration and the Point of Contact or designee, citizen groups, applicable advisory committees, public and private schools on North Indian Creek Drive, churches and other relevant group as outlined below
- B. Plan and implement a stakeholder and public outreach process using a range of methods to inform and involve stakeholders, citizen organizations and the public.
- C. There will be a total of six (6) In-Person Public Information Meetings (PIOH) over the duration of the planning process.
- D. Conduct in-person interview meetings with the Mayor and all six (6) Council Members, twenty (20) private sector businesses, ten (10) community leaders and all steering committee members. The Consultant(s) will lead stakeholder outreach and participation efforts with the City Administration and the Point of Contact or designee helping where needed.
- E. Given the significant number of languages spoken in the City, the City will require that the draft and final reports be translated into six (6) languages. The City will provide these languages to the Consultant(s). All PIOH handouts and all correspondence announcing PIOH meetings shall be translated into these six (6) languages. There will be translators for these six (6) languages at each of the PIOH meetings. The Consultant(s) shall provide written responses, in the appropriate languages, to those that provide written comments at each PIOH.
- F. Non-Traditional outreach efforts shall be presented with the submitted proposal. Refer to the attached Federal Guidance document on the use of federal funds. This effort is critical to maximize the opportunity for as many residents as possible to understand their respective concerns with safe and efficient mobility throughout the City.
- G. Prepare a draft plan document for public review and comment. The plan should be prepared and presented in a format and in languages that is user-friendly and easily understood by the public.

- H. Respondents should explain their approach and public participation plan in detail in the submitted proposal.

Safety Action Plan Development

The Consultant(s) will serve as the primary drafter of the plan and shall conduct research and develop materials for the Plan, including but not limited to:

- A. Review all existing plans, maps, documents, data and other materials relevant to the project. The City Administration and the Point of Contact or designee will provide all existing available documentation to the Consultant(s). The Consultant(s) will study and consolidate applicable materials into the Safety Action Plan.
- B. Review crash history to include locations and severity of incidents as part of an analysis of systemic and specific safety needs and development of a High Injury Network.
- C. Develop Safety Action Plan vision, goals, and objectives.
- D. Develop policies and projects for the future implementation of recommended strategies based on technical data and public input. Each project shall be identified on a map identifying location, existing deficiencies, proposed improvements, conceptual cost estimates, and other related data
- E. Prepare a draft document and present at all associated meetings and public hearings for review and comment.
- F. Complete a final draft of the Safety Action Plan and present it to each stakeholder and the Steering Committee that is developed by the City.
- G. Provide digital, editable, working and printable copies of all final documents including reports, maps, and final plan.

PROJECT DELIVERABLES

Maps and associated digital data and shapefiles shall be in ArcGIS format and shall be provided to the City's City Administration and the Point of Contact or designee as work is being conducted. All such data, graphics, charts, images, etc. as contained in the final adopted version of the Safety Action Plan as adopted by the Mayor and City Council shall also be furnished and property of the City upon adoption. An editable version of the final document shall also be provided. The selected Consultant(s) shall:

- A. Act in the best interests of the Mayor and City and use their best efforts to deliver the Project in an expeditious and cost-effective manner consistent with the City's City Administration and the Point of Contact or designee project requirements, time constraints, and budget.
- B. Develop a contractually obligated overall project schedule and will be responsible for coordination of all work, in addition to miscellaneous contracts, if needed, for completion of the project within its predetermined budget limits and schedule. At each biweekly meeting the schedule shall be updated and disseminated to all attendees.
- C. Be responsible for project management to include coordinating regular project meetings with the City, including producing all meeting materials, notices, attendance lists, minutes/summaries, etc. A project timeline to be provided in the proposal and updated as needed during the life of the project.

Upon adoption, the Consultant(s) shall provide thirty (30) printed copies of the final document for distribution to the City Council, Mayor and each Steering Committee and Stakeholder Group.

In addition, the Consultant(s) should also provide flash drives of all digital products in the following forms as appropriate:

- A. *Microsoft Word and PDF*: Document text as well as notes from public engagement sessions or other workshops.
- B. *Microsoft Excel Spreadsheets*: The tables formatted for Word and PDF conversion.
- C. *Mapping Products and Data*: PDF and ArcGIS (all spatial data delivered as shapefiles)
- D. *Graphics/Icons*: PNG, JPEG, and vector files at all times and project stages,

CONSULTANT AMOUNT & DEVELOPMENT SCHEDULE

This contract shall be partially reimbursed with Federal-aid funding through the Federal Highway Administration (FHWA) Office of Safety's Safe Streets and Roads for All (SS4A). The bid solicitation, selection, and negotiation of a contract shall be conducted in accordance with all FHWA and City of Clarkston requirements and guidelines.

The plan development schedule per the executed contract agreement with the Federal Highway Administration is as follows:

Milestone Date	Schedule Date
Planned Draft Plan Completion	March 31, 2026
Planned Final Plan Completion	June 30, 2026
Planned Final Plan Adoption	July 31, 2026
Planned SS4A Final Report	September 30, 2026

NONDISCRIMINATION & SMALL FIRM PARTICIPATION

Title VI Nondiscrimination Notification

The City of Clarkston hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

The City of Clarkston further assures every effort will be made to ensure non-discrimination in all its programs or activities, whether those programs and activities are federally funded or not. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the City of Clarkston. Any such complaint must be in writing and filed with the Human Resources Department within one hundred twenty (120) days following the date of the alleged discriminatory occurrence.

Participation with Disadvantaged, Minority-Owned and Women-Owned Business Enterprises (DBE/MBE/WBE)

Recipients of SS4A grant funding are required to demonstrate efforts to improve equity and reduce barriers to opportunity. It is the intention of USDOT that these efforts include supporting wealth creation by including inclusive economic development and entrepreneurship in federally funded projects. This includes the utilization of Disadvantaged, Minority-owned, and Women-owned Business Enterprises (DBE/MBE/WBE). The DBE/MBE/WBE goal is fifteen (15%) for this project and the City will use DBE/MBE/WBE sub-consultant utilization as an evaluative criterion for all received proposals.

The Consultant(s) and sub-consultant shall not discriminate based on race, religion, color, national origin, age, disability or sex in the performance of this contract.

ELGIBILITY REQUIREMENTS

The Consultant(s) team shall be pre-qualified with the Georgia Department of Transportation to perform all the Area Classes listed below:

- A. Area Class 1: Transportation Planning – 1.02, 1.05, 1.07, 1.10, 1.13
- B. Area Class 3: Highway Design Roadway – 3.06, 3.07, 3.09, 3.13, 3.15

BID SOLICITATION SUBMISSION

Page Limit

All bid solicitation submissions are limited to twenty-five (25) pages or less, inclusive of the cover sheet and shall be typed on 8-1/2" x 11" sheets, single-spaced, one-sided and fold-out pages are not allowed. Any submission containing more than twenty-five (25) pages will not be considered.

Details to include under each tab are outlined below. This is a time-sensitive project and if the submission does not meet ALL requirements they will be immediately disqualified without exception.

Proposal Copies

Five (5) 1½ inch to 2-inch binders should be submitted along with one electronic copy on a flash drive, in PDF format will be accepted no later than Wednesday, May 28, 2025, at 9:30 am (EST). Proposals received after the above date and time or in any other location will not be considered.

Delivery Location

Proposals will be received no later than Wednesday, May 28, 2025, at 9:30 am (EST) at the City Hall Annex, Attn: Purchasing Department, 1055 Rowland St | Clarkston, GA | 30021. Proposals received after the above date and time, or in any other location other than the Procurement Department, unless notified differently, will not be considered.

Tab 1 – Introduction

The Introduction should demonstrate the primary Consultant's overall qualifications to fulfill the requirements of the scope of work and should contain the following elements of information:

- A. Expression of firm's interest in the work.
- B. Statement of whether firm is GDOT pre-qualified.
- C. Date of most recent private engineering/planning firm qualifications.
- D. Statement regarding the firm's possible conflict of interest for the work; and
- E. Summation of information contained in the letter of interest.

Tab 2 - Team Qualifications

This chapter should elaborate on the general information presented in the introduction, to establish the credentials and experience of the consultant to undertake this type of effort. The following must be included:

- A. Identify recent, similar projects the firm, acting as the prime contractor, has conducted, which demonstrates its ability to conduct and manage these projects. Provide a synopsis of each project and include the date completed and contact person.
- B. If sub-consultant(s) are involved, provide corresponding information describing their credentials and experience as requested in the above bullet.

Tab 3 - Team Experience

This chapter must provide the names, classifications, and location of the firm's employees and resources to be assigned to the advertised work; and the professional credentials and experience of the people assigned to the project, along with any unique qualifications of key personnel. Although standard personnel resumes may be included, identify pertinent team experience to be applied to this project, specifically:

- A. The experience, expertise, and total quality of the consultant's proposed team. If principals of the firm will not be actively involved in the study/contract/project, do not list them. The submittal shall clearly indicate the Consultant's Project Manager, other key team members and his/her qualifications for the proposed work, including experience developing Safety Action Plans in other communities.
- B. The team's organization chart for the Project / Plan. A Capacity Chart / Graph (available work force) should also be included. Any other pertinent information should also be listed in this section.

Note: If a project team or sub-consultant encounters personnel changes, or any other changes of significance dealing with the company, the City should be notified immediately.

Tab 4 - Technical Approach

The Consultant(s) shall provide information on their understanding of, and approach to, accomplishing this project, including their envisioned scope for the work, any innovative ideas/approaches, and a schedule to ensure achievement of the dates outlined in this RFP. The contracted schedule between the City and FHWA must be adhered to.

Tab 5 - Cost Allocation

The Consultant(s) shall identify the costs and man-hours for each labor classification for those tasks identified in the RFP section Scope of Work; "Safety Action Plan Content", "Project

Deliverables” and “Expectations of the Consultant”. The Cost Proposal shall be included in the proposal submittal.

Tab 6 – Appendices

- A. Greenway Trail Report – 2024
- B. Executed Agreement between the City and FHWA – December 2024
- C. Safe Route to School Report – 2018
- D. Road Diet Concept Plans – North Indian Creek Drive 2010
- E. Federal Use of Funds (Match and Cost Share Examples)
- F. DeKalb County Master Trail Study – ongoing (not attached)

EVALUATION & SELECTION PROCESS

The City will establish a review committee to evaluate all eligible proposals and select the most responsive firm(s). In-person interviews may be conducted at the discretion of the City. Once completed, the committee will select a final firm based on the submitted document and interview performance.

Based on the evaluation of all eligible and received proposals, the most qualified firm(s) may be invited for an interview. The exact number of interviews, if applicable, will be determined based on the quality, diversity, and responsiveness of the proposals received.

The evaluation of firms submitting a bid solicitation for this service will be based on the following, but not limited to:

Criteria	Weight
Relevant company experience and expertise in the Atlanta MPO area including demonstrated experience in performing similar work	35%
Professional qualifications of the Project Team(s)	25%
Demonstrated ability to adequately staff the projects to meet the time schedule and demands including contract understanding and approach	30%
Participation with Disadvantaged, Minority Owned and Women-Owned Business Enterprises (DBE/MBE/WBE)	10%

Relevant Experience:

- A. Key project staff members and their project role as it relates to transportation/corridor plan updates.
- B. Statement of experience with the following:
 - 1. Experience developing a comprehensive, well-defined strategy to prevent roadway fatalities and serious injuries on local roads, collectors and arterial roadways and streets.
 - 2. Traffic modeling.
 - 3. Socioeconomic and land use forecasting.
 - 4. Traffic analysis and warrant studies.
 - 5. Operational Analysis of intersections.

6. Examination of Urban traffic operations, road network, transit services, non-motorized transportation alternatives, transportation demand management, and growth management techniques.
7. Identifying problems with various transportation systems and offering recommendations in the form of improvement projects and progressive programs that will relieve existing problems and/or meet the needs of the future.
8. Development of alternatives and recommendation for long- and short-range goals for the transportation system.
9. Cost estimations for recommended transportation system management improvements.
10. Intersection and street improvement engineering design experience for similar sized communities.
11. Innovative solutions to multi-lane corridors with significant pedestrian movements and associated conflicts with vehicles including multimodal improvements for parking, pedestrian, bicycle, and personal mobility systems/devices
12. Understanding of applicable environmental documents and amendments needed for project improvements.

Company/Team Qualifications:

- A. Describe the company's history in the industry.
- B. Provide resumes of key personnel and their ability to work on this project including experience on similar projects
- C. Briefly describe certifications and licenses held by the company in the state of Georgia.
- D.** The offeror should have at least one (1) or sub-contract a licensed Professional Engineer (P.E.) and include a copy of his/her current license.
- E. List and briefly describe the professional services the company provides with three (3) to five (5) references from other local government or state governments and the length of time the services have been provided.
- F. Demonstrated ability to adequately staff the projects to meet the time schedule and time demands including contract understanding and approach.
- G. Describe your understanding of the current needs of the City of Clarkston for the professional services being requested.
- H. Discuss your understanding of the City's approach and suggestions/recommendations on alternative methods and processes while fulfilling the SS4A criteria and set forth in the Federal Register and executed agreement.
- I. Identify and discuss any potential issues with staff availability to ensure the project is completed within the timeframe required and discuss backup contingencies

ADDITIONAL INFORMATION

- A. No bid bonds are required, however; a Certificate of Insurance (COI) should be included in your bid package.
- B. Offers should place the Cost Proposal in a separate envelope and then insert inside binder.
- C. The City shall not be liable for any costs incurred by bidders in responding to this RFP, preparing, or completing the proposal package, or for the performance evaluation, if

required, and shall in no way assume any other liability of bidders in responding to this RFP.



Bid Open Final Tabulation

Solicitation:	RFP - SAFE STREETS FOR ALL (SS4A) CONSULTING SERVICES - 052825
Open Date:	May 29, 2025
Open Time:	9:45 am (EST)
Open Site:	City Hall Annex – BidNet Direct
Facilitator:	Willis Moody, Purchasing Consultant

	Company Name	Bid Amount (\$)	Minority Class	Is vendor located within City limits	Has vendor previously worked w/Clarkston
1	Cambridge Systematics	\$499,624.00	N	N	N
2	Keck & Wood	\$1,107,796.57	N	N	Y
3	Foresite Group	\$1,203,170.00	N	N	N
4	Toole Design Group	\$1,246,128.30	N	N	N
5	Pond & Co	\$1,249,695.00	N	N	Y
6	Kimley-Horn	\$1,250,000.00	N	N	N

A “**Minority Business Enterprise**” (MBE) is a business which is an independent and continuing operation for profit, performing a commercially useful function, which is owned and/or controlled by one or more minority group member(s).

- (1) African American Business Enterprise (**AABE**) (2) Hispanic Business Enterprise (**HBE**)
(3) Female Business Enterprise (**FBE**) (4) Asian Business Enterprise (**ABE**)
(5) Native American Business Enterprise (**NABE**) (6) Minority Veteran (**MV**)

An “**Owned**” is a minority or female owner which possesses an ownership interest 51% of the business.

A “**Controlled**” is a minority or female which possess and exercise the legal authority and power to manage business assets, good will and daily operations of the business and actively and continuously exercise such managerial authority and power in determining the policies and directing the operations of the business.
