

Request for Proposals

Title: City of LaGrange Safe Streets for All (SS4A) Safety Action Plan

RFP Issued: June 22, 2026

Proposals Due Date and Time: July 23, 2026 at 2:00 p.m.

Project Description: The City of LaGrange is seeking qualified firms to create a Comprehensive Safety Action Plan. The Action Plan must develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries within the City of LaGrange. The Safety Action Plan must include all components laid out by the U.S. Department of Transportation (DOT) in the SS4A grant. Components of the SS4A action plan can be found on Table 1 in the SS4A 2025 NOFO. A link to this document is below.

<https://www.transportation.gov/sites/dot.gov/files/2025-03/SS4A-FY25-NOFO.pdf>

The Action Plan must include the entire City of LaGrange's jurisdictional area.

Contact for Questions: Adam Speas
Grant Manager
aspeas@lagrangega.org
706-883-2183

Submittal Requirements:

1. Provide the firm name, address of the responsible office from which the work will be performed, and the name and email address of the contact person authorized to negotiate for the associated work.
2. List firm's qualifications and experience that they have creating Safety Action Plans or similar planning efforts.
3. List the Project Manager and other key staff members who will be working on this project, if selected. Include staff qualifications and key experience related to this project and a breakdown of estimated percentages of work each staff member will perform.
4. Provide unique ways your firm will approach this project and how they will approach the safety of both pedestrians and vehicles.
5. Proposed total cost for the completion of the Safety Action Plan.
6. Proposed schedule for the completion of the Safety Action Plan.
7. Proposals are limited to no more than 12 pages.

Submission: Proposals shall be submitted and mailed, emailed, or delivered to be received, no later than the above time and date. Submission shall be to Adam Speas at aspeas@lagrangega.org or to Adam Speas, LaGrange City Hall, 200 Ridley Ave, LaGrange, GA 30240.

Proposals must be received no later than the Proposal Due Date and Time listed above. Responses received after this deadline will not be considered.

Project Schedule: If selected, the completion date for the Action Plan will be on or before March 31, 2027.

Selection Procedures: Consultants will be selected for work based on the evaluation of the proposals. The criteria and scoring used to evaluate each proposal is included for your reference. Final selection ranking will be determined by the weighted score totals with the highest score being the top ranked firm.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion:

1. The consultant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the Consultant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Title VI Assurance:

The recipient, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

City of LaGrange RFP Selection Ranking for: SS4A Action Plan

Consultant Name: _____

Evaluation Criteria to be Rated by Scorers					
Category	Scoring Criteria	Scale	Score	Weight %	Weighted Score
Capacity of Team to do Work	Evaluation of the team's personnel and equipment to perform the project on time.			15	
	Availability of more than adequate capacity that results in added value.	10			
	Adequate capacity to meet the schedule.	5			
	Insufficient available capacity to meet the schedule.	0			
Team's Demonstrated Qualifications	Technical Expertise: Unique Resources that yield a relevant added value or efficiency to the deliverable.			20	
	Demonstrated outstanding expertise and resources identified	10			
	Demonstrated high level of expertise and resources identified	8			
	Expertise and resources at appropriate level	6			
	Insufficient expertise and/or resources	0			
Project Manager	Predicted ability to manage the project, based on : experience in size, complexity, type, subs, documentation skills			20	
	Demonstrated outstanding experience in similar type and complexity.	10			
	Demonstrated high level of experience in similar type and complexity.	8			
	Experience in similar type and complexity shown in resume.	6			
	Experience in different type or lower complexity.	4			
	Insufficient experience.	0			
Approach to Project	Project understanding and innovation that provides cost and/or time savings.			20	
	High level of understanding and viable innovative ideas proposed.	10			
	High level of understanding of the project.	8			
	Basic understanding of the project.	5			
	Lack of project understanding.	0			
Project Cost	Total cost is within the anticipated budget for the project. ** Lowest Bid / Proposal Cost x 10 = <u>Score</u>	X	**	25	
Weighted Total					

I certify that I do not have any conflicts of interest associated with this consultant. I have thoroughly reviewed the proposal listed above and certify that the above scores represent my best judgment of this firm's abilities.

Signature: _____ Title: _____ Date: _____