

Request for Proposals - Public Notice

Commercial Overlay Corridor Districts

Planners, architects, engineers and other related professionals are requested to submit a proposal to provide professional services to author Commercial Corridor Revitalization Plans for two of Hattiesburg's commercial corridors poised for redevelopment.

Overview

The City of Hattiesburg is requesting qualifications, pricing information, and availability of a consultant to author development regulations and design standards for two related commercial corridors. The development regulations should follow or expand upon standards for Corridor Districts as set forth in the City's Land Development Code. The City of Hattiesburg was recently awarded a series of funding and grants that will greatly impact existing and new corridors on the east side of the City connecting to the Leaf River. These include \$15.2 million dollar MDOT funding for the reconstruction of the Leaf River Bridge which connects East Hardy Street to Petal, MS. Hattiesburg also received \$13.22 million in funding from the Department of Transportation's Better Utilizing Investments to Leverage Development, or BUILD grant, which will fund the Hall Avenue West overpass over the Norfolk Southern line and \$5.39 million in federal funding from the DOT's Consolidated Rail Infrastructure and Safety Improvements, CRISI grant, for the construction of the Hall Avenue East overpass over the Canadian National rail line. These will greatly increase the connectivity of the eastern and central part of the City which is often obstructed by rail traffic. These currently separate commercial corridors will be directly connected through an established neighborhood byway along Gulfport Street. The combination of these projects, along with local efforts for revitalization of east Hattiesburg, sets up East Hardy Street and Hall Avenue for significant redevelopment opportunities. Both face unique challenges, including construction restrictions caused by Special Flood Hazard Areas and Local and National Historic districts. Hattiesburg seeks to implement overlay districts, as provided for in the Land Development Code Section 4.19.2, for these key corridors to spur development while supporting and enhancing quality of life of the surrounding neighborhoods.

Commercial Overlay Corridor District Plans

This project requests "Commercial Corridor Revitalization Plans" for two (2) separate but connected corridors to be adopted into the Land Development Code as Corridor District (CD) Overlay Districts. In order to enhance quality of life of the surrounding neighborhoods and spur development, the plans for corridor revitalization should consider a variety of key issues, including Special Hazard Flood Zones and Local Historic Districts, to frame the future of these neighborhoods and business corridors. Considerations include but are not limited to: existing conditions; feasibility of walkable, functional neighborhoods and mixed-use districts; redevelopment opportunities that support an economically viable and sustainable community; character and history; design guidelines; implementation language and robust public participation.

Outcome/Goal

The intended outcome of the project is to engage the public and work with the Planning Division staff to create land development tools and incentives that reflect the planning trends in the City's Comprehensive Plan 2008-2028 (more particularly, Chapter 4, Goals and Strategies for Land Use and Development) and to promote Smart Growth principles, mixed-use districts, urban design standards, economic revitalization and/or enhancement; protect and strengthen each corridor's desirable and unique history, character, and identity; address design challenges existing within Special Flood Hazard

Areas and Local Historic Districts; reduce conflicts caused by the introduction of incompatible land uses; stabilize and improve property values; promote more transportation options; and encourage safe, convenient, attractive, sustainable, healthy neighborhoods and districts.

Meeting / community input format

Responses should include proposed strategies for public engagement including area residents and business stakeholders at a minimum. Firm involvement should include at a minimum 1-2 presentations to Planning Commission, which may be virtual, and 1 in-person presentation to City Council.

Deliverables

The deliverables for this project are:

1. Overlay District development codes, including but not limited to setbacks and similar dimensional standards, use regulations, design guidelines, etc., in a format consistent with the adopted Land Development Code for two (2) commercial corridors:
 - a. East Hardy Street (between Williams Street and the Leaf River and including the Gulfport Street connection for Hall Avenue)
 - b. Hall Avenue (between West Pine Street, Including the overpass of the Norfolk Southern line and the Canadian National line, and a new intersection with Gulfport Street)
2. Digital/Electronic copies of all new databases, studies, and documents prepared for the completion of the final project
3. Professional, print-ready material in a standard word-processing program (In-Design preferred) in a format consistent with the Land Development Code
4. Professional-looking graphics consistent with the scope of services outlined in the RFP
5. Web-ready versions of any of the above
6. Deliverables formatted as Shapefile layers for GIS
7. All materials and sufficient copies for distribution and presentation to Planning Commission and City Council and all public engagement activities

Project Timeline and Budget:

The City prefers no more than a 12-month process that would begin on or about June 1, 2021. This timeframe would include public review of the final draft and the public hearing process to adopt the Overlay District Corridor Districts and changes to the Official Zoning Map. A final schedule will be mutually determined by the City and selected firm. This project is not funded in whole or in part by any federal or state grant monies.

Submittal Requirements:

Responses must conform to the requirements set forth in this RFP, and include as follows:

- Cover letter identifying all firms proposed for the team, including contact information, such as mailing address, email address and phone number;
- Project understanding;
- Statement of Qualifications: Team organization, including professional resumes and identification of the lead consultant and project manager, key personnel, and the roles and

responsibilities of all sub-consultants. Also designate who will be directly working with the City’s Department of Urban Development staff;

- Statement of Relevant Work/Experience with referral contact information and links to published product(s).
- Project approach;
- Scope of Work; (*Important elements: Public participation plan; digital content for website*)
- Proposed deliverables;
- Proposed timeline, not to exceed 12 months from project initiation;
- Proposed project budget;
- Identify whether any team member firms are, or will become, a qualified DBE firm, and describe the percentage of the overall project that will be assigned/subcontracted to said DBEs.
- Clearly identify any term of proposal that may deviate from submitted requirements and the benefits thereof.

All proposals, exhibits, responses, attachments, reports, charts, schedules, maps, and illustrations shall become the property of the City of Hattiesburg upon receipt.

Selection Criteria Process:

All proposals received will be reviewed by designated City staff from the Department of Urban Development according to the selection criteria set forth in this RFQ.

The following criteria will be the basis on which responses will be considered (in no particular order):

<i>Evaluation Criteria</i>	<i>Weight</i>
<i>Demonstrated Capacity (Past performance of firm on similar projects, as well as project manager and other team members; availability of consultant team members; extent of other completed projects of similar scope and magnitude).</i>	<i>25</i>
<i>Experience and qualifications of personnel assigned to perform the services</i>	<i>20</i>
<i>Proposed Scope of Work and Deliverables (Understanding of the assignment; quality of response to proposed work program deliverables, and public/ stakeholder engagement).</i>	<i>30</i>
<i>Communications (Organization/completeness of response; writing skills, as shown through referenced work examples).</i>	<i>10</i>
<i>Work Product Examples (Quality, appearance, presentation, and applicability of referenced work examples).</i>	<i>10</i>
<i>DBE participation commitment (weighted by commitment level to DBEs)</i>	<i>5</i>
<i>Total</i>	<i>100</i>

Questions:

The deadline to submit written questions for information and/or clarification is 3:00 PM on Thursday, April 29, 2021. Questions should be made in writing to planning@hattiesburgms.com. All written questions received by this deadline will be answered in writing, posted as an accompanying document on the City’s website beside the publication of this RFP. Answers will be posted by close of business, May 3, 2021.

Submission:

Final sealed proposals must be received by the City of Hattiesburg office of the City Clerk no later than 10:00 a.m. (Central Standard Time) local time on **May 13, 2021**. Late proposals will not be accepted nor considered.

All proposals must be sealed and clearly marked with the Proposer’s name and labeled with “RFP: EAST HARDY and HALL CORRIDOR DISTRICT PLANS”. Proposers must allow sufficient lead-time to ensure receipt of their proposals by the time specified. The City of Hattiesburg will not be responsible for a carrier’s failure to deliver. Five (5) copies of the complete proposal response plus one (1) PDF version on a flash drive must be delivered to the following:

Physical Address

Office of the City Clerk – 2nd Floor City Hall
City of Hattiesburg
200 Forrest Street
Hattiesburg, MS 39401

OR

Mailing Address

Office of the City Clerk – 2nd Floor City Hall
City of Hattiesburg
P.O. Box 1898
Hattiesburg, MS 39403-1898

Schedule of Activities

Please note that dates are subject to change based on City of Hattiesburg needs.

Item

RFP Issue Date
Deadline for Questions
Response in Writing, to Questions
Closing Date for Receipt of Proposals
Bid Openings
Discussions/Negotiations as Needed
Anticipated Notice to Proceed

Date

April 8, 2021
April 29, 2021
May 3, 2021
May 13, 2021, 10:00 am, CDT
May 13, 2021, 10:00 am, CDT
May 24, 2021
June 1, 2021

The City of Hattiesburg reserves the right to reject any or all Proposals, or any parts thereof, waive formalities, negotiate terms and conditions, and to select the consultant and service options that best meet the needs of the City of Hattiesburg. The project objective is to develop a corridor district covering two areas. It is expected that all vendors will be able to furnish satisfactory evidence that they have the ability, experience, and capital to enable them to complete this project.

PUBLIC NOTICE
REQUEST FOR PROPOSALS

The City of Hattiesburg is issuing a Request for Proposals for Commercial Overlay Corridor Districts from planners, architects, engineers and other related professionals for two corridors: East Hardy Street (between Williams Street and the Leaf River and including the Gulfport Street connection for Hall Avenue) and Hall Avenue (between West Pine Street, including the overpass of the Norfolk Southern line and the Canadian National line, and a new intersection with Gulfport Street). The goal of these Commercial Overlay Corridor Districts is to enhance quality of life of the surrounding neighborhoods and spur development. The plans should consider key issues including Special Hazard Flood Zones and Local Historic Districts. Considerations include, but are not limited to: existing conditions; feasibility of walkable, functional neighborhoods and mixed-use districts; redevelopment opportunities that support an economically viable and sustainable community; character and history; design guidelines; implementation language and public participation. The intended outcome of the project is to adopt Commercial Overlay Corridor Districts into the existing Land Development Code to guide and encourage economic development in these key corridors.

Proposals are due no later than 10:00 a.m., Thursday, May 13, 2021. Any proposals received after this deadline may be returned to the offeror unopened. The City reserves the right to reject any and all proposals, and/or divide any project into sections. The full RFP can be found on the City of Hattiesburg's website at www.hattiesburgms.com/planning.

Inquiries and requests for proposal packets should be addressed to:
Dept. of Urban Development
City of Hattiesburg
P.O. Box 1898/200 Forrest Street
Hattiesburg, MS 39403-1898
601-545-4599
planning@hattiesburgms.com

PUBLISHED by the Order of the Council on the 6th
day of April, 2021.

CITY OF HATTIESBURG, MISSISSIPPI

BY: Kermas Eaton /s/
CITY CLERK

(SEAL)

Publish (1) in the Legal section: Thursday, April 8, 2021
Also Publish (1) in the Legal section of the Clarion Ledger as soon
thereafter as possible.

Return PROOF to
City of Hattiesburg
City Clerk's Office
P.O. Box 1898
Hattiesburg, MS 39403-1898