



charlotte regional **transportation** planning organization

# **COMPREHENSIVE SAFETY ACTION PLAN**

*Safety is Everyone's  
Business*

## **Request for Qualifications (RFQ) Pre-Submittal Meeting**

Tuesday, June 3, 2025



**This meeting is being recorded and transcribed.**  
Please ensure your microphone is muted.



**Please add your name and firm in chat**



**There will be an opportunity for questions at the conclusion of this presentation.**

Please add questions in the Zoom chat at any time or wait until the Q&A time to “Raise your hand” and ask your question.



**Today's presentation, meeting recording, and questions and answers will be available on the CRTPO's and City of Charlotte's webpages after the meeting.**



Addendum #1, posted May 20, 2025:

## **1. Update the pre-submittal information.**

### **Section 1.3.**

The pre-submittal meeting will be held on **June 3, 2025, at 1 p.m. (EDT)**.  
Remote participation only.



Addendum #1, posted May 20, 2025:

## **2. Remove all reference to Charlotte Business INClusion (CBI)**

### **Section 1.7 – Chapter 2**

Remove:

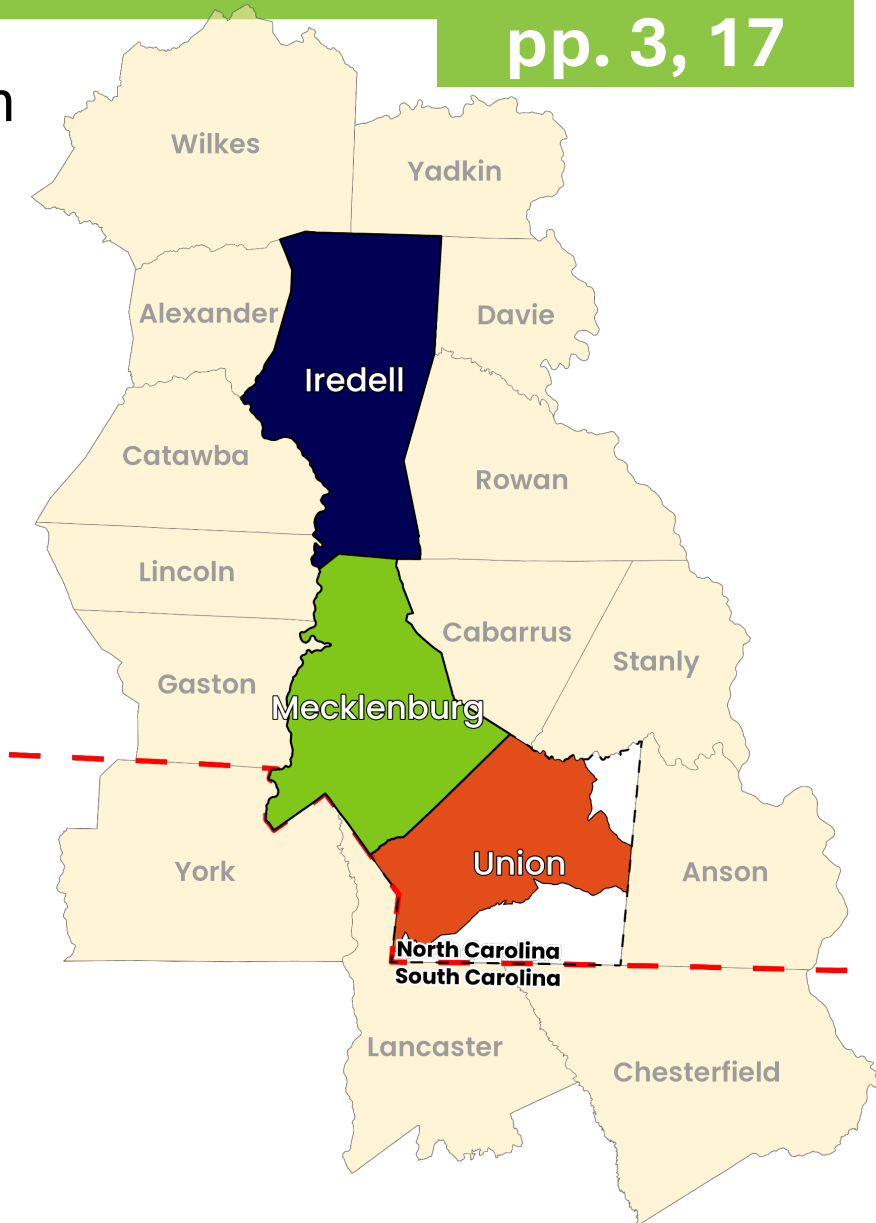
- Identify any member of the team who is certified as a minority, women, or small business firm.
- List any firms with Charlotte Business INClusion (CBI) designations.

### **Section 2.2**

Remove in its entirety



- Federally-designated metropolitan planning organization (MPO) for the Charlotte urban area
- 3-county planning area with 24 member jurisdictions
  - Iredell
  - Mecklenburg
  - Union (urban area)
- Funding is contingent upon implementing the federally-mandated 3-C transportation planning process
  - Continuing
  - Cooperative
  - Comprehensive



- The CRTPO was awarded \$3.15 million from the United States Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) discretionary program in September 2024
- Supplemental match funding supported by NCDOT Safety Unit
- Grant application, titled “Safety is Everyone’s Business” seeks to...
  - Engage all 24 members’ staff, elected officials, and public on safety
  - Link local priorities and existing safety efforts
  - Establish a regional vision for reducing traffic injuries and deaths



- Retain a multidisciplinary firm to:
  - Conduct transportation safety analyses
  - Develop data tools and regional priorities
  - Create a new Comprehensive Safety Action Plan for the planning area
  - Create a new or updated Safety Action Plan for each member
  - Support coordination with members developing or with adopted plan
- This RFQ is companion to a Public Outreach & Education RFP, due to be published mid-2025



- **Task 1: Project Management**

- 1.1: Project management
- 1.2: Project Performance and Invoicing
- 1.3: Transportation Safety Task Force Facilitation
- 1.4: Public Education & Outreach Consultant Team Coordination
- 1.5: CRTPO *Making Our Roads SAFER* Project Team Coordination





## • Task 2: Existing Conditions Inventory & Analysis

- 2.1: Data Identification and Preparation
- 2.2: Planning Area Safety Policy Review
- 2.3: High Injury Network
- 2.4: Planning Area Systemic Safety Analysis
- 2.5-A: Road Safety Audits
- 2.5-B: Transit Access Safety Audits



## • Task 3: Plan Recommendations and Final Deliverables

- 3.1: Project Recommendations & Prioritization
- 3.2: MPO Safety Performance Measures Methodology
- 3.3: Corridor Evaluation and Countermeasures Toolkit
- 3.4: Transit Access Safety Plans
- 3.5: Local Jurisdiction Safety Action Plans and Supplemental Support
- 3.6: Consolidated Data Interface & File Transfer
- 3.7: Final CSAP Development
- 3.8: Final Grant Performance Report



- Firms must be properly registered with the Office of the Secretary of State of North Carolina (as applicable)
- Firms must be licensed by the North Carolina Board of Examiners for Engineers & Surveyors



- Qualifications and relevant experience of firm and key team members in providing similar services and projects (40%)
- Proposed ~~and~~ innovation (30%)
- Project understanding, methodology, and approach (20%)
- Multi-jurisdictional and federally funded project experience (10%)

**An Addendum #2 will be issued to correct bullet 2 on Page 5**



- **Chapter 1: Proposal Summary** (2 pages)
- **Chapter 2: Firm's Profile** (3 pages)
- **Chapter 3: Qualifications** (3 pages)
- **Chapter 4: Proposed Innovations** (4 pages)
- **Chapter 5: Project Understanding, Methodology, and Approach** (4 pages)
- **Chapter 6: Multi-jurisdictional Project Experience** (4 pages)
  
- **Appendix: Resumes** (6 page maximum)
- **Appendix: Required forms** (combined PDF with full submission)



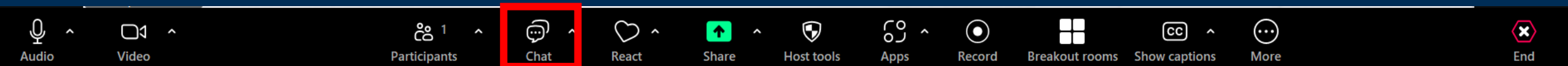
- **Written questions** must be received by Tuesday, June 10, 2025, at 5:00 p.m. EDT
- **Digital submittal packages** (PDF format) must be received by Wednesday, June 18, 2025, at 2:00 p.m. EDT
- **All information emailed to [Jennifer.Stafford@charlottenc.gov](mailto:Jennifer.Stafford@charlottenc.gov)**

*No printed questions or submissions will be accepted.*



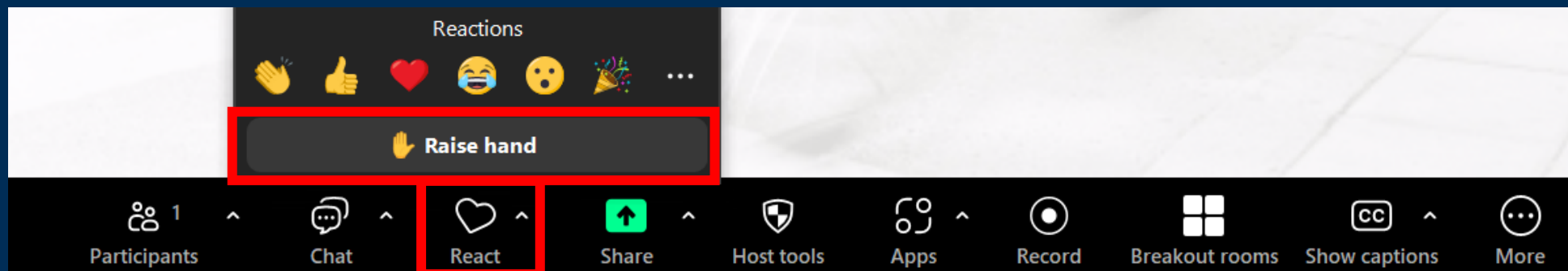
# Questions?

Drop your questions in chat



or

“Raise your hand” and unmute when you are called on



- **Questions AND submittal packages** (digital PDFs only):  
[Jennifer.Stafford@charlottenc.gov](mailto:Jennifer.Stafford@charlottenc.gov)
- Solicitation, addenda, and required forms:  
<https://www.charlottenc.gov/Growth-and-Development/Doing-Business/Contract-Opportunities/CRTPO-Safety-Action-Plan>
- Project overview and updates: [www.crtpo.org/csap](http://www.crtpo.org/csap)







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