

Wilmington Area Planning Council

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REQUEST FOR PROPOSAL

Chesapeake Connector: Freight and Passenger Rail Benefits Cecil County, Md.

November 1, 2010

INTRODUCTION

The Wilmington Area Planning Council (WILMAPCO) is designated by the Governors of Delaware and Maryland as the Metropolitan Planning Organization (MPO) for the Wilmington, Delaware metropolitan planning area, which consists of New Castle County, DE and Cecil County, MD and is responsible for transportation planning in the region.

The Chesapeake Connector project will address the benefits of added track capacity on Amtrak's Northeast Corridor (NEC) on the segment between Prince and Bacon Interlockings in Cecil County, Md. for a distance of approximately 6.3 miles. This section of the NEC is currently a two-track section in a corridor that is generally a three track railroad. Although this section of track is located in Cecil County, MD, it is one of Delaware's priority rail projects and it is anticipated to provide both public and private benefits. In Amtrak's NEC Master Plan, existing two or three track railroad segments south of Claymont, DE, would be expanded to three or four tracks to enable intercity and commuter rail expansion in Delaware and Maryland; the Chesapeake Connector is cited by name as a priority project. The Chesapeake Connector project has also been included in the MARC Growth & Investment Plan.

Freight movements for Norfolk Southern (NS) can only operate within a restricted time frame between the hours of 10:00 PM until 6:00 AM. Freight trains coming from the west are forced to layover on the Port Road rail line. Delayed trains have impacts to the Port of Wilmington and rail service to the Delmarva Peninsula, and create a bottleneck that affects trains destined for the Port of Baltimore. The NEC Master Plan considers this to be a crucial freight movement, and cites a critical need as, "improved access to the Port of Baltimore and between Perryville, MD, and Newark, DE, to serve the Delmarva Peninsula." This freight movement may also require grade separation between the Port Road and the NEC, as the long, slow-moving freight trains would create congestion conflicts and safety concerns for the Acela service as they cross the corridor via the existing Perry Interlocking. Amtrak acknowledges that the existing two-track configuration will allow the extension of commuter rail service to this segment, but may not have the capacity to support future expansion of MARC or SEPTA services. Currently, Cecil County, Maryland is the only area south of New York City on the NEC without commuter rail service.

PROJECT DESCRIPTION



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Project Boundaries

The boundaries for this project are specifically the 6.3 mile two-track segment of railroad between the Prince and Bacon Interlockings on the NEC in Cecil County, and the area of the Perry Interlocking in Perryville. However, the nature of this project requires a larger area in order to study the impact that this track expansion would have on freight and passenger train movements to the Port of Baltimore, the Port of Wilmington and the Delmarva Secondary. Therefore, the study area also encompasses the track movements that are necessary to move freight from the Port Road to these destinations.

Objective

The purpose of this task is to quantify passenger and freight rail opportunities for the Chesapeake Connector Project in Cecil County, Maryland. The end result should be an estimate of demand for intercity passenger rail service for Amtrak and MARC commuter services and to quantify freight benefits in terms of carloads and potential new markets. A cost/benefit analysis will also help to determine the need and the timing for any physical improvements. The study will also examine whether the necessary train movements could be facilitated utilizing existing track connections between CSX and NS, minimizing impacts on existing communities. For the purpose of this study, the third track expansion between Prince and Bacon, and the grade separation at Perry will be treated as two separate projects, with cost/benefits for each, and the final report will show separate recommendations for both projects. The study result will also provide a path forward with a series of actions that will advance this project in accordance with federal and private funding options.

This effort will provide the elements of a Service Development Plan as defined by the Federal Rail Administration (FRA) in identifying the purpose and need, demand and revenue forecasts and the rationale. It will also provide activities necessary for both Delaware and Maryland to move this project forward.

SCOPE OF WORK

Task A – Meetings

A kick-off meeting with the consultant will be conducted to finalize the scope of the study, obtain background information regarding the study and to discuss important features and potential outcomes of the study. It is anticipated that an additional meeting(s) will be held with WILMAPCO, DelDOT/DTC, CSX, MDOT/MTA, NS, Amtrak and other stakeholders to form an Advisory Committee at the beginning of the study. Other meetings will be held as needed during the course of the study. A final meeting will be held with the stakeholders to present the results of the study and solicit comments. It is anticipated that up to 6 meetings will be held with the Advisory Committee. WILMAPCO will take the lead and work with the consultant to coordinate scheduling of the kick-off meeting, and subsequent meetings.

The consultant will also be required to meet with representatives from Norfolk Southern, CSX, MARC/MTA, SEPTA and Amtrak at the beginning of the study to collect



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marketing and operational data for the cost/benefit analysis. Follow-up meetings may also be held in order to determine how track layout will impact future rail operations.

For each meeting attended, WILMAPCO will work with the consultant to prepare meeting summaries and distribute these to document and clarify any questions, resolutions, or other positive outcomes from the meetings.

Task B – Data Collection and Analysis

This study will consider the benefits of increased freight rail movement within the region, to both the freight providers and their customers. The study must also determine the existing and future needs for passenger rail services between Perryville, MD and Newark, DE. The interaction between freight and passenger rail movements, and any future increases in service must also be considered.

There are key questions that need to be answered before Delaware, Maryland, Amtrak and NS seek federal funding to design and construct the Chesapeake Connector. This study will provide the stakeholders with answers to these questions.

- What is the economic benefit to freight railroads and regional industries of adding a third track between Prince and Bacon Interlockings?
- What is the cost/benefit resulting from a grade separated crossing to the third track instead of an at-grade crossing? Where should the grade separation be located? Would it provide an expanded freight operating window on the NEC to justify the cost?
- Is the third track worth pursuing without a grade separated crossing?
- Amtrak has recently proposed a comprehensive plan for high-speed train service on the NEC. This will require upgrades to the NEC and new track ROW in some sections. Should the third track be conventional design or constructed to provide for high speed passenger rail in the future?
- What are the economic benefits to the region if this track is a high speed passenger line, as opposed to a reliever track for freight and commuter operations?
- What impacts, if any, would the Chesapeake Connector have on passenger operation at Newark, Delaware and other potential passenger rail stations that may be opened in the future in Cecil County Maryland and how can those impacts be addressed in the design.
- Double-stacking may be feasible along the NEC to access the Port of Wilmington and other locations on Delmarva. Since Amtrak has not prohibited double-



stacking on the NEC, this study should consider the costs of accommodating double-stack as part of the third track segment.

The consultant will be responsible for coordinating data collection from stakeholders and partners. The cost/benefit analysis will require market and operational data, and scheduling information from the freight providers. Ridership projection scenarios will be developed using data from passenger carriers and demographic projections. There will be a separate analysis for the third track expansion and the grade separation to determine if each project is feasible on its own, and if not, how the projects would be phased if the physical improvements are to be implemented.

Task C – Development of Recommendations

Recommendations will be developed based the results of the analyses. Concept plans will be created for each alternative to illustrate the proposed track configuration. The study must include a cost/benefit analysis for each track layout alternative to be used for project justification/feasibility. Included will be all technical documentation for the analysis performed.

Task D – Report Preparation

Upon completion of the study, a technical report will be prepared by the consultant to document the findings of the study. This report will include a study area map, tables and other graphics to clearly document the data and outcomes of the analyses. The report will include an appendix containing all raw data and other pertinent information. A draft report will be developed and submitted to WILMAPCO for review and comment and the results will be presented to the Advisory Committee and reviewed at a meeting. All comments received from WILMAPCO and meeting attendees will then be incorporated into a final report which will be submitted to WILMAPCO and the Advisory Committee. As part of the final report, the consultant will identify a path forward for implementing any proposed improvements identified as a part of this study. The study should be completed within 12 months.

<u>Project Team</u> WILMAPCO DelDOT MDOT New Castle County DTC Town of Perryville Chesapeake Science and Security Corridor	MTA SEPTA Norfolk Southern CSX AMTRAK Univ. of DE Cecil County
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Proposed Schedule

We are prepared to begin work immediately upon selection of a consulting firm(s).

	MONTH											
TASK	1	2	3	4	5	6	7	8	9	10	11	12



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Refine scope of work/sign contract												
Data Collection & Analysis												
Development of Recommendation												
Report Preparation						TR						

TR- Interim Technical report on data collected for use in analysis.

Funding

This project will be funded by the partners, through WILMAPCO's Unified Planning Work Program (UPWP). While a firm total has not been established, the budget will be primarily spent on the analysis of data to develop the final product. As part of the RFP, we ask that an estimate of the costs to perform each of the listed tasks be presented.

Deliverables

Items that will be produced by the consultant will consist of:

- Draft reports – one high-quality copy and one electronic MS Word document
- 3-4 poster boards for presentation purposes
- Attendance at 5-7 meetings at WILMAPCO to discuss project and to review draft reports as identified in the project schedule
- Produce an MS Word document of final report - one high-quality copy and one electronic document
- GIS layer of all proposed improvements

SUBMISSION REQUIREMENTS

The Consultant shall submit nine (9) copies of a Proposal/Statement of Qualifications. Receipt of insufficient copies of the Proposal or not providing the required information in the desired format may result in elimination from the selection process. The submission shall include the following and provide a table of contents indicating where the required information is located in the submission package:

- Identification of the consultant's project manager and a description of this person's experience with similar projects. The project manager may not change during the project without written permission from WILMAPCO.
- A description of qualifications and experience for each individual and firm participating in the project team, including an organization chart showing the relationship of each individual to the overall project work plan.
- Three current references (more recent than three years) for each individual and/or firm that will have significant and specific responsibility for this project.
- A Technical Proposal that demonstrates an understanding of the project, describes the proposed approach and lists the proposed reports and products. This is limited to twelve (12) pages.



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- A proposed level of effort delineating the staff assigned with title, hours and hourly rate for each task. The full cost of the proposal should also be included.
- A proposed schedule showing the time line for each task including milestones and significant meetings or reviews.
- A written statement that all terms and conditions contained in this RFP are accepted by the consultant.
- A statement that the consultant will comply with Title VI of the Civil Rights Act of 1964, to the end that no person in the United States shall, on the grounds of race, color, national origin, sex, disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination.
- A declaration that the consultant is an Equal Opportunity Employer and does not discriminate in employment because of race, age, color, sex, religion, national origin, mental or physical handicap, political affiliation or marital status.
- The consultant shall comply with Federal Transit Administration regulations surrounding Lower Tier Covered Transactions. For contracts over \$25,000 WILMAPCO will complete a search of the excluded parties listing system to ensure that the organization is not debarred or suspended from federally assisted contracts. More information regarding WILMAPCO's contract clauses can be found on our website: <http://www.wilmapco.org/contracts/fta-clauses-and-certifications.pdf>
- Identification of the contact person during the selection phase, including the name, address, telephone numbers and email address. This contact must be available during normal business hours.

WILMAPCO will also consider:

- creativity in identifying planning approaches and solutions to transportation problems and in presenting plans to policy makers and the public.
- extent to which Disadvantaged Business Enterprises are used (any firm wishing to be recognized as DBE must provide documentation such as official DBE certification.)

EVALUATION AND SELECTION



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WILMAPCO may select a short list of at least two candidates who may be invited to make a presentation regarding their team and approach. The initial qualifications-based selection will be made by evaluating the proposal using these criteria:

Clarity, readability and presentation of material, including writing style	15%
Project understanding and approach as displayed in the project proposal and the interview	35%
Relevant experience, team leadership and team capabilities	35%
References and supporting information	15%

Only consultants who supply complete information will be considered for evaluation. We will base the final decision on materials submitted, the presentation, and/or contacts with references.

SUBMISSION DATES, ADDRESS AND CONDITIONS

The deadline for proposals is **4:30 p.m., November 23, 2010** at the WILMAPCO offices. Proposals received after this time and date will not be accepted nor considered. We will not accept faxed applications. Proposals will not be opened and/or reviewed before 8:30 a.m. of the morning following the deadline. Tentatively, we will interview finalists during the week of **December 13, 2010**.

Nine (9) copies must be mailed or hand delivered to:

WILMAPCO
850 Library Avenue, Suite 100
Newark, DE 19711
ATTN: Mr. Dave Gula, Senior Planner

The selected firm(s) will assume sole responsibility for completion of the tasks required by this RFP.

All work may be reviewed periodically by a steering committee and other groups.

All statements become part of the public file on this matter, without obligation to WILMAPCO. However, offerors may identify those portions of their proposals that they deem confidential, proprietary information or trade secrets and provide any justification why such materials, upon request, should not be disclosed.

WILMAPCO reserves the right to reject any or all RFP responses.

WILMAPCO is not liable for any cost incurred by the consultant in preparation or presentation of the proposal.



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For additional technical or procedural information:

Contact: Dave Gula
Phone: (302) 737-6205 Ext. 122
Fax: (302) 737-9584
E-mail: dgula@wilmapco.org



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