

REQUEST FOR QUALIFICATIONS

Professional Engineering Services Safe Streets For All (SS4A) – Safety Action Plan

The City of Valdosta is requesting Statements of Qualification (SOQ) from firms, partnerships, joint ventures or teams experienced in multimodal transportation planning and engineering to support the City in developing a Safe Streets and Roads for All (SS4A) Safety Action Plan focused on reducing and eliminating severe injury and fatality crashes on all roadways within the City. This project is funded by the Federal Safe Streets and Roads for All Action Plan Grant with matching dollars coming from the City of Valdosta Local Funds. Therefore, all activities must be performed in strict adherence to applicable federal regulations.

Interested firms shall submit SOQs outlining the firm's experience and capabilities, list of key personnel, and current hourly rate schedule. The format of the submittals should be one bound hard-copy printed SOQ and a PDF format SOQ on a USB drive.

The SOQ packages are due by close of business, 5:00 PM on May 1, 2026, in the City Engineering office, 300 N. Lee Street, Valdosta, GA. Submittals can be delivered to:

City of Valdosta
Ben O'Dowd, P.E., City Engineer
Engineering Department
300 North Lee Street
Valdosta Georgia 31602

SOQs mailed to or received at any location other than the above address will not be accepted.



ENGINEERING DEPARTMENT

Request for Qualifications for Safe Streets for All (SS4A) Action Plan

Introduction

This project is funded by the federal Safe Streets and Roads for All (SS4A) Action Plan Grant with matching dollars from the City of Valdosta, Georgia. Firms or teams will be required to comply with all applicable regulations of the City of Valdosta and the State of Georgia. All activities must be performed in strict adherence to applicable federal regulations, and the developed plan must meet the requirements in the FY2023 SS4A Notice of Funding Opportunity (NOFO).

General

The City of Valdosta, Georgia, is seeking the services of a firm, partnership, joint venture or team experienced in multimodal transportation planning and engineering to support the City in developing a Safe Streets and Roads for All (SS4A) Safety Action Plan focused on reducing and eliminating severe injury and fatality crashes on all roadways within the City. This project is funded by the Federal Safe Streets and Roads for All Action Plan Grant with matching dollars coming from the City of Valdosta Local Funds. Therefore, all activities must be performed in strict adherence to applicable federal regulations.

Services shall include data collection, existing conditions analysis, public and stakeholder engagement, equity analysis, assessment of current policies and plans, identification of projects and strategies, and implementing a system for measuring progress, as described further in the Scope of Services. The developed plan must meet the requirements in the FY2023 SS4A Notice of Funding Opportunity (NOFO).

Qualified firms must demonstrate competence and expertise in graphic and oral communications to diverse groups and expertise in facilitating consensus from multiple public and private interests related to the project.

Background

In 2024, the City of Valdosta was awarded a grant from the USDOT to develop a Safe Streets and Roads for All (SS4A) Safety Action Plan. The purpose of the SS4A program is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development and implementation focused on all users, including pedestrians,

bicyclists, public transportation users, motorists, personal conveyance and micro-mobility users, and commercial vehicle operators. The City of Valdosta will develop a Safety Action Plan focused on promoting a culture of safety through collaboration among all safety stakeholders with the goal of minimizing or eliminating roadway fatalities and serious injuries by a certain percentage and date determined by the plan. A selected consultant will plan meetings and combine public input, data analysis, and statistics into a plan.

Furthermore, a successful Safety Action Plan will demonstrate engagement with a variety of public and private stakeholders and seek to adopt innovative technologies and strategies to:

- Promote safety.
- Employ low-cost, high-impact strategies that can improve safety over a wider geographic area.
- Ensure equitable investment in the safety needs of underserved communities.
- Incorporate evidence-based projects and strategies.
- Align with the Federal priorities such as equity, climate and sustainability, quality job creation, and economic strength and global competitiveness.

The SS4A program aligns with the USDOT National Roadway Safety Strategy (NRSS), which includes the Safe System Approach as a guiding principle to advance roadway safety.

The anticipated project budget available for consultant services is \$300,000. The Grant documents are attached and incorporated into this RFQ. The level of service should be tailored to achieve Grant requirements within the allocated budget.

Qualifications Evaluation and Selection Criteria

- Experience with similar projects of the Prime Consultant, the Project Manager, and the Key Team Leaders
- Technical Approach consisting of the Project Team's project understanding, innovative concepts or alternatives, and quality control procedures
- Past Performance: please provide references for prior similar projects
- Resource Availability / Workload Capacity

Objectives

A baseline shall be developed from studies of the frequency of crashes, severity of injuries, areas, times, driver ages, law violations, weather conditions, lighting, traffic volume and prevailing types of crashes. A consideration of systemic and specific safety needs shall also be performed to employ low cost, high impact strategies that can improve safety.

Upon selection of a planning and engineering firm, partnership, joint venture or team, the Valdosta City Council will adopt a Resolution of Support for the Grant Application which affirms the City's commitment to inclusive Community Engagement including a variety of public and private stakeholders. This Community Engagement effort will result in a Community Action Plan that will adopt innovative technologies or strategies to promote safety and equity; and will incorporate evidence-based projects or strategies.

Community engagement methods will include gathering of information from holding English and Spanish public meetings at multiple City of Valdosta community centers especially within disadvantaged communities with a virtual attendance option. The consultant will present to clubs and area groups, post a survey and video on all participating government websites, coordinate with the City of Valdosta Public Information Office, will post notifications of the survey in the local newspaper, will provide hard copies of surveys to several key locations around the City, and will assist with posting the latest updates on social media platforms.

The selected consultant will review and assess road development policies and guidelines, City strategies, comprehensive plans, economic development plans and other transportation manuals to identify standards and guidelines to prioritize transportation safety. Using local data, best evidence and practices, stakeholder input, and countermeasures that address prevailing crash types, strategies and projects will be developed with a timeline. Prioritization will be given to potential of reducing crash rates and eliminating safety concerns.

Scope Of Services

The professional services sought in this request include the development of a Safe Streets and Roads for All (SS4A) Safety Action Plan focused on reducing and eliminating severe injury and fatality crashes on all roadways within the City. The plan will cover both state routes and local streets within the city limits.

The City will provide the following data to support the plan development:

- Existing GIS right-of-way centerlines
- 2019 pavement assessment (2026 pavement assessment is ongoing, and will be provided if and when available)

The consultant shall perform the following tasks:

- a. Analyze existing conditions and historical trends to baseline the level of crashes involving fatalities and serious injuries across the City of Valdosta.
- b. Analyze the location where there are crashes, the severity, and contributing factors and crash types.
- c. Analyze the systemic and specific safety needs as needed, such as high-risk road features, specific safety needs relevant to road users, etc.
- d. Create a geospatial identification of higher risk locations.
- e. Engage with the public and all relevant stakeholders, including community groups and the private sector with a public participation strategy that will:
 - 1) Provide an avenue for the public to learn about the developing plans on a central website.
 - 2) Provide both in-person and online public comment opportunities regarding project objectives, project selection, etc;
 - 3) Continue soliciting community input on transportation desires and concerns throughout the agreed upon public involvement period.
 - 4) Specifically reach out to low income, minority, and non-English speaking communities.
 - 5) Gauge community reaction to potential new transportation and safety solutions for the area.
- f. Incorporate feedback received through public engagement into the safety action plan.
- g. Facilitate inter- and intra-governmental cooperation and collaboration amongst the City of Valdosta, City of Remerton, GDOT, FHWA, VSU, Lowndes County Board of Commissioners, etc.
- h. Create an equitable and inclusive representative process, including in project identification and access.
- i. Identify underserved communities through data.
- j. Develop a plan that includes consideration for current policies, plans, guidelines, and standards, including consideration of how to improve safety.

- k. Develop a plan that discusses implementation through the adoption of revised or completely new policies, standards, and guidelines.
- l. Develop a comprehensive set of projects and strategies to address safety based on data, best practices, stakeholder input, and equity considerations. Interventions may address infrastructure, behavioral, and/or operational safety and may be organized around focus and/or emphasis areas identified in the plan. The projects should include low-cost incremental measures that can be deployed quickly that can be developed into larger projects. The plan should address both infrastructure and non-infrastructure (e.g., behavioral, programmatic, etc.) strategies.
- m. Create a project prioritization strategy.
- n. Discuss within the plan how progress will be measured over time, including utilizing outcome data.
- o. Aid with City Council presentations and agenda items.
- p. Create a project webpage for staff and public to monitor progress and provide input as needed.

Deliverables

- The City of Valdosta, Georgia Safe Streets and Roads for All Action Plan document .
- Safety Action Plan Executive Summary Provided in a PowerPoint format.
- GIS project shapefiles for all identified projects and crash data.

END

1. Federal Award No.

693JJ32540374

2. Effective Date

See No. 16 Below

3. Assistance Listings No.
20.939

4. Award To

City of Valdosta
P.O. Box 1125
Valdosta, GA 31603-1125

Unique Entity Id.: CTMMW4JZ7JB5
TIN No.: 58-6000688

5. Sponsoring Office

U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590

6. Period of Performance

Effective Date of Award –36 months

7. Total Amount

Federal Share:	\$240,000
Recipient Share:	\$60,000
Other Federal Funds:	\$0
Other Funds:	\$0
Total:	\$300,000

8. Type of Agreement

Grant

9. Authority

Section 24112 of the Infrastructure Investment and Jobs Act (IIJA, Pub. L. 117–58, November 15, 2021)

10. Procurement Request No.

HSA240066PR

11. Federal Funds Obligated

\$240,000

12. Submit Payment Requests To

See Article 5.

13. Accounting and Appropriations Data

15X0173E50.0000.055SR10500.5592000000.4
1010.61006600.0000000000.0000000000.0000
000000.0000000000

14. Description of the Project

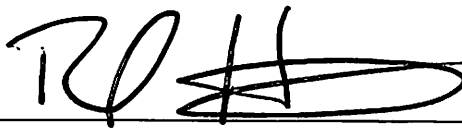
The City of Valdosta will contract for the analysis of the City of Valdosta transportation system and the development of a holistic Transportation Safety Action Plan. This Transportation Safety Action Plan will identify and address pedestrian, multi-modal, and motorized vehicle safety concerns. The Transportation Safety Action Plan will develop a recommended project list with an emphasis on project recommendations at the intersection of cash value and safety impact.

RECIPIENT

FEDERAL HIGHWAY ADMINISTRATION

15. Signature of Person Authorized to Sign

16. Signature of Agreement Officer

 08/11/25

Signature

Date

Signature

Date

Name: Richard Hardy

Name: Ryan Buck

Title: City Manager, City of Valdosta

Title: Agreement Officer

U.S. DEPARTMENT OF TRANSPORTATION

GRANT AGREEMENT UNDER THE
FISCAL YEAR 2023 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM

This agreement is between the United States Department of Transportation's (the "USDOT") Federal Highway Administration (the "FHWA") and the City of Valdosta (the "Recipient").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("SS4A") Grant for the Safe Streets and Roads for All, Action Plan, Valdosta, Georgia.

The parties therefore agree to the following:

ARTICLE 1
GENERAL TERMS AND CONDITIONS

1.1 General Terms and Conditions.

- (a) In this agreement, "General Terms and Conditions" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2023 Safe Streets and Roads for All ("SS4A") Grant Program," dated March 17, 2025, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2023." Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
APPLICATION, PROJECT, AND AWARD**

2.1 Application.

Application Title: Safe Streets and Roads for All, Action Plan, Valdosta, Georgia

Application Date: 6/30/2023

2.2 Award Amount.

SS4A Grant Amount: \$240,000

2.3 Federal Obligation Information.

Federal Obligation Type: Single

2.4 Budget Period.

Budget Period: See Block 6 of Page 1

2.5 Grant Designation.

Designation: Planning

**ARTICLE 3
SUMMARY PROJECT INFORMATION**

3.1 Summary of Project's Statement of Work.

This project will be completed in one phase.

The City of Valdosta will contract for the analysis of the City of Valdosta transportation system and the development of a holistic Transportation Safety Action Plan. This Transportation Safety Action Plan will identify and address pedestrian, multi-modal, and motorized vehicle safety concerns. The Transportation Safety Action Plan will develop a recommended project list with an emphasis on project recommendations at the intersection of cash value and safety impact.

3.2 Project's Estimated Schedule.

Action Plan Schedule

Milestone	Schedule Date
NEPA Completion Date:	4/15/2024
Planned Draft Plan Completion Date:	12/01/2026
Planned Final Plan Completion Date:	2/01/2027
Planned Final Plan Adoption Date:	4/01/2027
Planned SS4A Final Report Date:	5/01/2027

Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$240,000.00
Other Federal Funds:	\$0.00
State Funds:	\$0.00
Local Funds:	\$60,000
In-Kind Match:	\$0.00
Other Funds:	\$0.00
Total Eligible Project Cost:	\$300,000.00

(b) Reserved

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4

RECIPIENT INFORMATION

4.1 Recipient Contact(s).

Vicky Taunton
Principal Accountant
City of Valdosta
P. O. Box 1125, Valdosta, GA 31603
(229) 259-3515 main office (229) 259-3512
vtaunton@valdostacity.com

4.2 Recipient Key Personnel.

Name	Title or Position
Benjamin O’Dowd bodowd@valdostacity.com	Director, City Engineer
Charlie Clark chclark@valdostacity.com	Engineering Project Manager

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-2822
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-42, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590
HCFASS4A@dot.gov

And

Division Administrator – Georgia
Agreement Officer’s Representative (AOR)
75 Ted Turner Drive
Suite 1000
Atlanta, Georgia 30303-3104
(404) 562-3630
Georgia.FHWA@fhwa.dot.ga

and

Tamara N. Christion
Georgia Division Office Lead Point of Contact
Transportation Specialist
75 Ted Turner Drive, Suite 1000
Atlanta, Georgia 30303-3104
(404) 562-3690
tamara.christion@dot.gov

ARTICLE 5
USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the “AO”) are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308(f)(6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient’s supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient’s share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer’s Representative (the “AOR”) may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System.

The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2.** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3** SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4** The Recipient of a Planning and Demonstration Grant acknowledges that the Action Plan will be made publicly available and agrees that it will publish the final Action Plan on a publicly available website.
- 6.5** There are no other special grant requirements.

ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION

Study Area: City of Valdosta City Limits

Baseline Measurement Date: N/A

Baseline Report Date: N/A

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

**ATTACHMENT B
CHANGES FROM APPLICATION**

Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of Attachment B is to clearly and accurately document any differences in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See Article 11 for the Statement of Work, Schedule, and Budget Changes. If there are no changes, please insert "N/A" in Section 3.3 of the table.

Scope: N/A

Schedule: N/A

Budget: N/A

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
Future Eligible Project Costs				
SS4AFunds				
Other Federal Funds				
Non-Federal Funds				
Total Future Eligible Project Costs				
Total Project Costs				

**ATTACHMENT E
LABOR AND WORKFORCE**

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table align with the application:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
X	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in Attachment B. <i>(Identify the relevant actions from attachment B in the supporting narrative below.)</i>
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

The City of Valdosta will contract for the analysis of the City of Valdosta Transportation System and the development of a holistic Transportation Safety Action Plan. At such a time at the adoption of the Transportation Safety Action Plan, the City of Valdosta, for any work that is not contracted or subcontracted, will create good-paying jobs that comply with all labor standards laws and procedures.

ATTACHMENT F
CRITICAL INFRASTRUCTURE SECURITY AND RESILIENCE

1. Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

2. Supporting Narrative.

Not applicable - grant does not require the purchase of information technology or operational technology.