

**METROPLAN**  
**REQUEST FOR LETTERS OF INTEREST**  
**PORT OF LITTLE ROCK SOUTH LOOP STUDY**

Notice is hereby given that Metroplan, the Metropolitan Planning Organization (MPO) for the Central Arkansas Regional Transportation Study (CARTS); in cooperation with the Little Rock Port Authority, City of Little Rock, and Pulaski County; seeks letters of interest from qualified consulting firms for a transportation planning and economic analysis of the proposed South Loop corridor between I-440 to I-530. The study will be built upon previous planning efforts to determine travel patterns and demand, route identification, economic and environmental impacts, and multimodal considerations within the vicinity of the Port of Little Rock. The study is expected to take between 12- 18 months.

**Background**

Metroplan is responsible for the Long-Range Metropolitan Transportation Plan (LRMTP) for central Arkansas and must consider economic vitality and competitiveness, safety, accessibility and mobility of people and freight, and connectivity. The Little Rock Port Authority, a member of Metroplan, operates port facilities and a short-line railroad, overseeing these enterprises and industries within a 4,400-acre industrial park at the Port of Little Rock. The Port Industrial Park, home to 7,000+ employees, is a major traffic generator and intermodal facility for the region. With the expectation that employment and the resulting number of cars and trucks in the Port of Little Rock area would continue to grow, community leaders requested a study of the feasibility of a new connection to the southwest, which led to the generation of the South Loop study in 2006. Since that time, the Port has seen continued substantial growth and development, necessitating the findings of the 2006 study being reconsidered along with other options for improved access to the port.

**Submittal Requirements**

A letter of interest (3 pages maximum), primary contact information, and a complete Architect-Engineer Qualifications Standard Form 330 Part I and II, copy of the firm's current equal employment opportunity, and Illegal Immigrant Contractor Disclosure should be addressed to:

**Casey R. Covington, PE, AICP**  
**Deputy Director**  
**Metroplan**  
**501 West Markham, Suite B**  
**Little Rock, AR 72201**

Architect-Engineer Qualifications Standard Form 330 Parts I and II are available at the Arkansas Department of Transportation website:

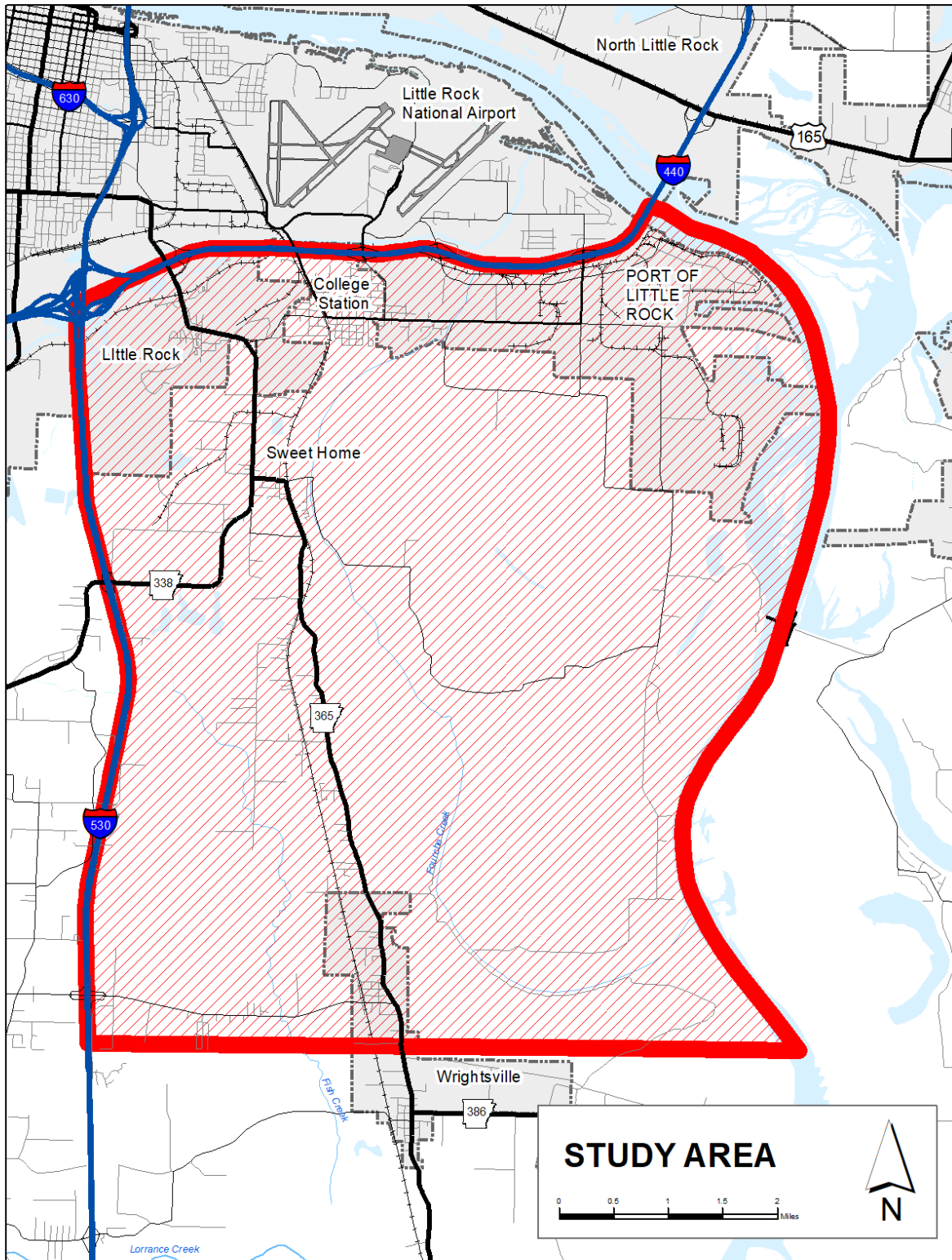
[https://www.arkansashighways.com/consultant\\_services/SF330\\_12\\_31\\_2020.pdf](https://www.arkansashighways.com/consultant_services/SF330_12_31_2020.pdf)

One (1) electronic copy in pdf format must be received no later than **11:00 a.m. CDT, Wednesday, September 8, 2021**. Submittals may be sent via email to [ccovington@metroplan.org](mailto:ccovington@metroplan.org) or provide on a

thumb drive to the address listed above. Any response received after this deadline will not be considered.

For questions, please contact Casey Covington at 501 372-3300 or [ccovington@metroplan.org](mailto:ccovington@metroplan.org).

# Proposed Study Area



## SELECTION PROCEDURE

Metroplan's objective is to select the highest qualified firms for the services to be rendered, at compensation determined as fair and reasonable to Metroplan and its governing board. To accomplish this objective, respondents will be evaluated in a two-phase process. In the first phase the Letters of Interest will be evaluated to determine firms deemed to be most highly qualified, responsive, and responsible to provide the services. In the second phase (RFP), these short-listed firms will be provided a scope of work from which to prepare a proposal.

A Consultant Qualification Review Selection Committee appointed by Metroplan will use the following criteria to evaluate respondent's Letters of Interest submittals.

### Part 1 – Letter of Interest Criteria

No.	Evaluation Factors for LOIs	Maximum Points Possible
1	Professional staff including education, experience, availability, and any partnerships with sub-consultants	10
2	General and professional reputation, including responsiveness to civil rights and equal employment opportunity requirements and opportunities	10
3	*Past work performance, particularly on federal aid projects	10
4	Experience with projects of a similar nature as those advertised	10
Total Points for LOI		40

\*Past work performance or evaluations from other clients will be considered when the firm has not worked for the Local Agency previously.

Each member of the Committee will assign up to the maximum points noted above to each criterion based on respondent submittals. Respondents will then be ranked according to their total cumulative points. Based on this ranking, the Committee may conduct interviews, at their discretion, with representatives of the top ranked firms. From the top ranked firms, up to five (5) firms deemed to be qualified, responsive, and responsible to provide the services required will be short listed (minimum of 3).

In the **second phase** the short listed firms will be provided with a scope of work and requested to provide a proposal. Proposals will then be evaluated, and a consultant selected based on the scores from the letters of interest and proposals.

Work is then expected to begin on or about Dec 1, 2021 and take 12-18 months to complete.

### **Notice of Nondiscrimination**

Metroplan complies with all civil right provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, Metroplan does not discriminate on the basis of race, sex, color, age, national origin, religion, disability, or income status, in admission or access to and treatment in Metroplan's programs and activities, as well as Metroplan's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding Metroplan's nondiscrimination policies may be directed to Lakesha Stewart, Title VI/ADA/504 Coordinator, 501 West Markham Street, Suite B, Little Rock, AR 72201, (501) 372-3300, or the following e-mail address: [Lstewart@metroplan.org](mailto:Lstewart@metroplan.org). (Hearing and speech impaired may dial 711.)

This notice is available from the Title VI/ADA/504 Coordinator in large print and on audiotape. Free language assistance for Limited English Proficient individuals is available upon request.