



## NORTHWEST ARKANSAS REGIONAL PLANNING COMMISSION

1311 Clayton St., Springdale, Arkansas, 72762

• (479) 751 7125

• Fax: (479) 751 7150

• <http://nwarpc.org>

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### REQUEST FOR LETTERS OF INTEREST – RAZORBACK TRANSIT TAM PLAN UPDATE

**March 31, 2022**

Notice is hereby given that the Northwest Arkansas Regional Planning Commission (NWARPC) is seeking letters of interest from qualified consulting firms to provide planning related services to award a consulting services contract to update the 2018 University of Arkansas Razorback Transit - [Transit Asset Management \(TAM\) Plan](#) (Tier II Agency) as required by the Federal Transit Administration (FTA) TAM Plan Final Rule. The work will generally consist of updating the following: the inventory of assets, a condition assessment of inventoried assets, decision support tools, prioritized list of investments, annual performance targets, national transit database reporting, and plan updates.

This project includes federal funds and requires the selected firm to comply with FTA Certifications and Assurances and comply with state procurement laws, rules, and regulations including but not limited to Ethical Standards (Ark. Code Ann. §19-11-708), Employee and Relative Disclosure, and Equal Opportunity Policy.

Work and contract requirements shall conform to the requirements of the FTA and NWARPC. Interested firms are advised that in order to comply with state and federal requirements that the Local Agency will verify suspension and debarment actions and eligibility status of consultants in accordance with 2 CFR Part 1200 and 2 CFR Part 180.

Interested firms must furnish a Letter of Interest, together with Primary contact information and Architect-Engineer Qualifications Standard Form 330 Parts I and II, a current copy of the firm's equal employment opportunity policy, and the firm's current copy (within 12 months) of the Department and Finance and Administration (DFA) Illegal Immigrant Contractor Disclosure Form (Ark. Code Ann. §19-11-105). <https://www.ark.org/dfa/immigrant/index.php/user/welcome>

The Letter of Interest must be sent via email as a PDF and your email Subject should include "LOI-Razorback Transit" along with your Agency Name to [tconklin@nwarpc.org](mailto:tconklin@nwarpc.org).

Responses must be received no later than **3:00 p.m. (CDT) on April 29, 2022**. Any responses after this deadline will not be considered. Questions about this request may be directed to Tim Conklin via e-mail to [tconklin@nwarpc.org](mailto:tconklin@nwarpc.org).

**Northwest Arkansas Regional Planning Commission**

**ATTN: Tim Conklin "LOI-Razorback Transit"**

**1311 Clayton Street**

**Springdale, AR 72762**

After a review of all Letters of Interest received, selected firms will be furnished a scope of work and requested to submit proposals for accomplishing the work.

**PROTEST PROCEDURE:** Protestors may file a protest on any phase of solicitation or award, including but not limited to specification or award. Protests are to be submitted in writing and received by the NWARPC's Executive

Director, at 1311 Clayton St., Springdale, AR, 72762 within seven (7) working days after the aggrieved person knows or should have known of the facts giving rise thereto. Protests based upon restrictive specifications or alleged improprieties in any type of solicitation, which are apparent prior to bid opening or the closing date for receipt of initial proposals, should be filed no later than three (3) working days prior to bid opening or the closing date for receipt of proposals. More information can be found in the NWARPC Procurement Procedures at [www.nwarpc.org/datacatalog/nwarpc-procurement-procedures/](http://www.nwarpc.org/datacatalog/nwarpc-procurement-procedures/).

**NWARPC NOTICE OF NONDISCRIMINATION POLICY:** The Northwest Arkansas Regional Planning Commission (NWARPC) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the NWARPC does not discriminate on the basis of race, sex, color, age, national origin, religion or disability, in the admission, access to and treatment in NWARPC's programs and activities, as well as the NWARPC's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the NWARPC's nondiscrimination policies may be directed to Nicole Gibbs, AICP, Regional Planner – EEO/DBE (ADA/504/Title VI Coordinator), 1311 Clayton, Springdale, AR 72762, (479) 751-7125, (Voice/TTY 7-1-1 or 1-800-285-1131); Para llamadas en español, marque el 866-656-1842; para llamadas en inglés, marque el 711 o directamente al 800-285-1131 or the following email address: [ngibbs@nwarpc.org](mailto:ngibbs@nwarpc.org). This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille. If information is needed in another language, contact Nicole Gibbs. Si necesita información en otro idioma, comuníquese Nicole Gibbs, [ngibbs@nwarpc.org](mailto:ngibbs@nwarpc.org), 479-751-7125, cuando menos 48 horas antes de la junta.