

Summary of the 3/31/2026 Pre-Proposal Meeting for General Transportation Planning Services

- Official Applications should be mailed in. An electronic copy is also requested. Please make it a ZIP file so it can be easily emailed.
- What projects did the previously selected consultant work on? Downtown Morgantown Microsimulation Study, Greenbelt Complete Streets Project, Don Knotts Boulevard Pedestrian Feasibility Study. You can find information on these on our website. Feel free to contact the MPO for further information.
- What are future projects the selected consultant may work on? The UPWP for the upcoming year includes a route efficiency study for Mountain Line Transit Authority, Implementing the Downtown Morgantown Microsimulation Study, implementing minor updates of the MTP (MTP 2055), working on the next major update for the MTP including the creation of a new regional travel demand model. There is also the potential to develop studies for the implementation of selected projects.
- Bill Austin will be retiring June 30th. There will be a new Executive Director. Staff is unsure of exact timing and if they will be a part of the selection. Once the new Executive Director is chosen, it will be publicly announced. It is possible that the new Executive Director will be in place in time to participate in the consultant selection process.
- The last two on call consultants, Kimley Horn and AECOM, occasionally coordinated on projects and reviewed each other's models. Consultant coordination will be on a project-by-project basis, determined by the project's scope and needs.

Email Questions from 4/7/2026

- Q: Would you prefer that we identify only one individual per job description? We have some staff that don't necessarily fit the job descriptions but would be key staff on some of the listed potential activities.
 - A: Please identify the staff requested in the RFQ. You can list additional staff that would be available for work not specifically identified in the RFQ on a separate page or two.
- Q: For the project examples, are you specifically looking for those located in MMMPO area, or would you also accept similar projects elsewhere in the state?

Additionally, how do you weigh experience in Morgantown compared to experience in West Virginia or neighboring states?

- A: Similar work in neighboring states is fine. Of course identifying work with the MMMPO, other WV MPOs and WVDOT/WVDOH would highlight your firms local knowledge.
- Q: What alternatives would be acceptable if a financial statement cannot be provided?
 - A: We can guarantee that any financial information that is shared with us will not become publicly available. However, you will need to note that this information is confidential in your response and request that the Executive Director inform the selection committee of his opinion of your firms financial stability based on the information provided.

Email Question from 4/10/2026

- Q: In Section III (Page 11 of 18), there is a statement, "*There is a 25-page limit requirement for the Qualifications & Experience, Technical Proposal and Financial Statement. Brevity is encouraged.*" Just to clarify, is that 25 pages for each of the three items, e.g. the Quals & Exp can be 25 pages, the Tech Proposal can be 25 pages, and the Financial Statement can be 25 pages?
 - A: The qualifications and experience need to a combined total of 25 pages. The financial statements can be treated as a separate appendix. They can also be summarized we don't need to dig into the minutiae of your firm's operations.