



### REQUEST FOR QUALIFICATIONS/FEE QUOTES 209 OLD BARNSTABLE ROAD, MASHPEE TRANSPORTATION IMPACT AND ACCESS STUDY

#### 1. Background

In 2013 the Town of Mashpee identified Town-owned property addressed as 209 Old Barnstable Road (the “subject property”) as a potential site for affordable housing development and hired Horsley Witten Group to perform a comprehensive site feasibility analysis to determine the property’s adequacy for affordable multifamily housing. Horsley Witten’s analysis determined that the site could sustain up to 48 bedrooms of affordable housing. Subsequent to that analysis, the Town Meeting voted to designate this property for use as affordable housing and authorized the transfer of care, custody and control of the property to the Mashpee Affordable Housing Trust (“MAHT”) for this purpose.

The subject property is located in a high-traffic area with close proximity to the Kenneth C. Coombs and Quashnet Schools. Additionally, the subject property is located between some of the Town’s higher density developments: Southport and Mashpee Village to the southwest and Quashnet Valley Condominiums to the east. The Quashnet Valley Estates, a single-family subdivision is located immediately southwest of the subject property. Also under construction to the west of 209 Old Barnstable Road is an 81-lot single family subdivision currently under construction known as Country Club Estates.

#### 2. General Description of Services Requested

The MAHT is seeking qualification statements and fee/cost quotes from qualified firms/professionals to conduct a Transportation Impact and Access (TIA) study for an affordable housing development project not to exceed 48 bedrooms at the subject property. Given the existing and projected populations in this neighborhood, and with consideration of school traffic and ‘cut-through’ traffic between Route 151 and Great Neck Road North, the surrounding neighborhood has expressed concerns relative to traffic safety and circulation. Thus, prior to soliciting proposals for development of the subject property, the Town wishes to understand the existing traffic-related conditions in this area and understand potential mitigation measures, such as intersection improvements and pedestrian amenities that prioritize pedestrian safety and multimodal transportation infrastructure and may serve to moderate vehicular traveling speeds. The purpose of the TIA will be to:

- A. Confirm and understand the characteristics of traffic flows in the area between Old Barnstable Road at Route 151 to Old Barnstable Road at Great Neck Road North, as well as Lowell Road at Old Barnstable to Great Neck Road North.
- B. Provide recommendations for access to the 209 Old Barnstable Road site in the most advantageous manner possible.



- C. Identify opportunities to improve intersections potentially impacted by this project in a manner that improves vehicular safety while prioritizing pedestrian safety.
- D. Identify opportunities for roadway layout design retrofits and/or redesigns that slow travel speeds and enhance pedestrian connectivity to the surrounding network of sidewalks and trails to nearby schools, Mashpee Commons and other local shopping/commercial venues, including but not limited to extending the sidewalk/bike path network in the vicinity of the subject property and within the overall study area.

**3. Services to be provided will include, but not be limited to, the following:**

- A. Meeting with Planning Department staff to discuss and evaluate the existing conditions in the area. This meeting will likely include representatives of the surrounding neighborhoods to provide anecdotal commentary relative to some of the traffic safety concerns observed within project-area roadways.
- B. Traffic data collection and analysis consistent with industry best practices to understand how the proposed affordable housing development may impact the following:
  - a. Travel times;
  - b. Levels of service;
  - c. Intersection efficiency/delays;
  - d. Intersection safety;
  - e. Pedestrian safety and connectivity;
  - f. Volume to capacity ratio;
  - g. Existing reserve capacity;
  - h. Creation or exacerbation of issues or impacts relative to other performance indicators for surrounding roadways; and
  - i. Creation of other unsafe traffic conditions.
- C. The qualified consultant should review all materials associated with the within proposal request independently, including the Horsley Witten Feasibility Analysis, and provide a written report to the Affordable Housing Trust regarding the affordable housing development proposal's impacts in consideration of the existing and projected future conditions of the study area. The report should specify areas of concern, if any, and make specific recommendations to address those concerns. Additionally, the report should make recommendations relative to any viable opportunities to enhance pedestrian amenities in the area to benefit the surrounding neighborhood and the affordable housing development contemplated for the subject property.



# Town of Mashpee

## Affordable Housing Trust

16 Great Neck Road North  
Mashpee, MA 02649

### 4. Budget

The Affordable Housing Trust has authorized a sum up to, but not to exceed, Twenty Thousand Dollars (\$20,000) for this Transportation Impact and Access Study. All proposals must comport with this budgetary limit to be deemed eligible.

### 5. RFQ Schedule

- RFQ Released to Consultants July 31, 2023
- Mashpee Website & Town Hall Posting July 31, 2023
- Proposals Due August 25, 2023 by 4:00 PM
- Consultant Selection No later than September 1, 2023

### 6. Non-mandatory Pre-proposal Meeting

Interested proposers are encouraged to attend a voluntary briefing session with the Town Planner via Zoom on Wednesday, August 9, 2023. A Zoom link will be sent by email to each prospective proposer which requests one from the Town Planner at any time prior to the meeting.

### 7. Proposal Submission Requirements

Please submit responses to the RFQ as indicated below. (The fee proposal and projected budget and costs must be submitted separately in its own sealed envelope).

- A. Cover Letter – Provide transmittal correspondence indicating the consultant’s desire to be considered for the project signed by a principal of the firm. Include a summary statement explaining how/why the firm is qualified for the project and detailing the reasons that the firm should be selected. Demonstrate the level of familiarity the firm has with the Town of Mashpee and the study area described herein.
- B. Firm Qualification Statement/References – Describe in detail the firm’s qualifications and experience in Transportation Impact and Access Studies and provide at least three (3) references evidencing the consulting team’s experience with projects of similar scope and nature. References should include the contact’s name, title, email, and current telephone number. Resumes of all professional staff intended to work/consult on the project on the consultant’s behalf should be included.
- C. Fees/Costs – Please provide in a separate sealed envelope a statement and breakdown of the fee/cost proposed for each work item specified in the description of Services provided in Section 3, above.



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### 8. Deliverables

Upon completion of the TIA analysis, the consultant must provide the following deliverables to the Affordable Housing Trust:

- 10 bound copies of the written report generated upon completing the TIA along with electronic copies of each document (in Microsoft Word and pdf format) on a flash drive/cd or other storage device.

### 9. Review and Selection Process

The Mashpee Town Manager/Chief Procurement Officer will review all submitted qualification statements and fee/cost quotes, and shall award the contract based on the most advantageous fee/cost quote proposed by a duly qualified, eligible, and responsive proposer. The Town of Mashpee reserves the right to reject any or all proposals and to waive any informalities in the proposal responses received, and to accept the candidate which, in consideration of the totality of its proposal submission, is deemed to be the most advantageous to the Town.

### 10. Submission Deadline

All proposals must be received at the Office of the Town Manager/Chief Procurement Officer on or before August 25, 2023 at 4:00 PM. Proposals may be hand delivered or mailed to the above office at 16 Great Neck Road North, Mashpee, MA 02649.

### 11. Questions

Please direct any questions to Evan Lehrer, Town Planner, at [elehrer@mashpeema.gov](mailto:elehrer@mashpeema.gov) or 508-539-1400 Ext. 8521.