



October 10, 2024

RE: ADDENDUM NO. 02 TO REQUEST
FOR PROPOSALS (RFP) PACKAGE:

25243038
SFHWY00533; SE AK Transportation Plan Update using the Agile Project Management
Approach

EMAIL TO: All RFP recipients on record.

The RFP Package is hereby clarified or changed as follows:

1. The proposal due date remains unchanged.
2. The following bullet point has been added to the **Coordination**, page 3 of the statement of services:
 - *Newly proposed Regional Planning Organization (RPO) for Southeast Region. - The DOT&PF may enter into an agreement with the RPO, once established, to help coordinate this plan's public outreach. The Southcoast Region RPO will be between the Alaska DOT&PF and Southeast Conference (SEC). The purpose of the RPO is to provide collaborative and continuous transportation planning for the region, undertake long range planning for the Region based community, Tribal and State needs, conduct community outreach to complete the evaluation of transportation needs and priorities for projects in the region, and more.*
3. The following sentence has been added to the **Expected Tasks / Deliverables**, page 4 of the statement of services:

The consultant shall coordinate public outreach and stakeholder involvement through the anticipated RPO as much as possible given their like interests of transportation and customer base in the Southeast Region.
4. See the attached Statement of Services which contains 5 pages.

All other terms and conditions remain the same.

END OF ADDENDUM

We appreciate your participation in this solicitation.

Sincerely,

A handwritten signature in blue ink that reads "Jessica Piukala". The signature is written in a cursive, flowing style.

Jessica Piukala
Contracts Officer

PROPOSED STATEMENT OF SERVICES

APPENDIX B2 – STATEMENT OF SERVICES

RFP No:	25243038
Program No:	SFHUY00533
Federal No:	N/A
Date Prepared:	04/11/2024

RFP No. 25243038

SE AK Transportation Plan Update using the Agile Project Management Approach

The Department of Transportation and Public Facilities, Division of Program Development & Statewide Planning (Division) is seeking proposals from qualified entities for a consultant-led update of the Southeast Alaska Transportation Plan (SATP) using an agile project management approach.

The SATP will focus on regional transportation needs, such as inter-community movements and significant local transportation requirements with broad regional importance. The SATP is a 20-year multi-modal transportation plan guiding future public investments in Southeast Alaska's transportation infrastructure. This effort will involve a phased, iterative, and multidisciplinary approach and process that will result in an approved final document that serves as the SATP.

Project Description and Background Information

The Division of Program Development & Statewide Planning engages in long, intermediate, and short-range transportation planning and analysis for the Alaska Department of Transportation and Public Facilities (DOT&PF). The Division works closely with the public, other State of Alaska agencies and commissions, and federal transportation officials to meet Alaska's immediate and future transportation requirements efficiently and effectively. The Southeast Alaska Plan is one of a family of plans following the framework established by the Alaska Statewide Long-Range Transportation Plan (SLRTP). Area plans are a component of the SLRTP and should be updated regularly. A draft SATP updates was developed in 2008 and 2014 but neither were adopted. The last adopted plan was in 2004.

The project to update the SATP is part of a Pilot Program at the Department of Transportation and Public Facilities. The following describes the Pilot Program:

TransportationX, or TrX for short, is a pilot program that practices new ways of working for high-risk, high-profile projects. Opportunities to improve our transportation network have increased with the new infrastructure laws, and DOT&PF are being asked to adapt and improve with resources that are increasingly constrained.

The world is changing. DOT&PF has to keep up. Having a modern, resilient, and agile transportation department is key. In support of these efforts, DOT&PF is building new ways of working to tackle the transportation challenges DOT&PF faces every day. In the spirit of XPRIZE competitions going on throughout the world, TransportationX projects foster problem solving in collaborative ways that leverage technology in real world applications.

TrX teams are outcome focused, versus process focused, and emphasize teams that span organizational, community, and agency boundaries. They leverage agile project management processes and encourage new ways of working to achieve success. Opportunities to try new ways of working in real world applications can serve as a catalyst for innovation in real ways that will ultimately improve our transportation system in Alaska.

These efforts contribute to DOT&PF's vision of organizational excellence, and our investment areas of Safety, State of Good Repair, Economic Vitality, Resiliency, and Sustainable Transportation.

In addition to the above, Offerors should be familiar with the below when preparing their proposal for submission.

- [Alaska Statutes 44.42.050 State transportation plan](#)
- [Alaska Administrative Code Title 17, Chapter 5, Sections 120-150](#)
- [U.S. Code Title 23, Section 135 Statewide transportation planning](#)
- [Code of Federal Regulations Title 23 Section 450](#)
 - [FAST Act](#)
 - DOT&PF Research Report: Performance Based Planning May 2020 – Link below:
<https://dot.alaska.gov/stwddes/research/assets/pdf/4000-193.pdf>

- [Alaska Transportation Asset Management Plan 2019](#)
- [Alaska Transportation Performance Management Targets](#)
- [Alaska Strategic Highway Safety Plan](#)
- [Alaska Statewide Functional Classification](#)
- [Alaska Aviation System Plan](#)
- [Alaska Airports and Aviation Annual Report 2021](#)
- [Alaska Regional Ports 2011 and Arctic Port Study](#)
- [Alaska Moves 2050 – Alaska’s Statewide Long-Range Transportation Plan & Freight Plan Northwest Alaska Transportation Plan 2022](#)
- [Alaska Statewide Active Transportation Plan 2019](#)
- [Southeast Alaska Transportation Plan, 2014 draft](#)
- [Y-K Area Transportation Plan 2018](#)
- Roads to Resources (website) - <https://dot.alaska.gov/roadstoresources/>
- [Statewide Transportation Improvement Program 2020-2023](#)
- [Transportation Needs and Priorities in Alaska, current database](#)
- [AMHS System Analysis 2012](#)
- [Marine Highway Reshaping Work Group](#)
- [Draft Reshaping AMHS Study \(Northern Economics\) 2020](#)
- [DOT&PF Bridge and Tunnel Inventory Report 2019](#)
- [DOT&PF Road Pavement Condition Data](#)
- [DOT&PF Airport Pavement Condition Data](#)
- [DOT&PF Geotechnical Asset Condition Data](#)
- [State of Alaska Vehicle Fleet CNG Pilot Program Report Jan 2011](#)
- [DOT&PF Commercial Vehicle Safety Plan 2018](#)
- [DOT&PF Branding Guidelines](#)

Documents that do not include a hyperlink are either included as an attachment to this RFP or can be found online.

Scope of Work

With the understanding the target year for the updated plan’s projects is 2045, the following objectives must be considered and included in the updated plan.

Objectives:

Objective One: The updated plan must transform the SATP into a performance-based plan, incorporating Transportation Performance Management (TPM) and Performance-Based Planning and Programming (PBPP).

Objective Two: The updated plan must integrate new transportation policies and mandates from the Bipartisan Infrastructure Law and other current FHWA policies for transportation planning.

Objective Three: The updated plan must establish a goal-oriented PBPP framework for project prioritization and programming, ensuring alignment with statewide goals and planning.

Considerations: The following must be referenced and incorporated in the final updated plan:

1. Previous Plan Update Efforts Summary
2. Relevant Plans and Legislation Summary
3. Transportation System Inventories (Surface, Marine, Aviation)
4. Existing Conditions Assessments to include Interties and Utilities

The above documents will be provided after award as they are still in development.

In addition to the above objectives and considerations, Offerors should also consider the following questions when developing their proposal.

Performance Management, Planning, and Programming

- How should DOT&PF incorporate the performance-based planning and programming established in the LRTP/FP into the Southeast Alaska Transportation Plan?
- How should the planning approaches established in the LRTP/FP be considered while undertaking an update to the SATP?
- How is the existing SATP relevant and what has changed? Should assumptions and recommendations be adjusted based on current conditions?
- How can DOT&PF better integrate non-highway transportation modes (aviation, marine, bike/pedestrian, transit) into its transportation goals and strategy in the Southeast area?
- How can DOT&PF better integrate action recommendations from the Strategic Highway Safety Plan?
- How can DOT&PF better integrate new technology into its transportation goals and strategy in the Southeast Area?
- What possibilities could Advanced Air Mobility (AAM) and Unmanned Aerial Systems (UAS) offer to Southeast Alaska transportation? What considerations are important for DOT&PF to better integrate AAM & UAS into its transportation goals and strategy in the Southeast area?

Funding

- What level of funding is recommended to ensure DOT&PF adequately funds the transportation system needs in Southeast Alaska including state of good repair, modernization and capacity expansion?
- What application(s) of Public Private Partnerships (PPPs) and other user- supported approaches are recommended for meeting Southeast Alaska's long-term transportation needs?
- How can DOT&PF prioritize and plan for federal discretionary grants to improve the transportation system in Southeast Alaska.

Policy and Governance

- What resiliency strategies are best suited to long range transportation planning for Southeast Alaska's transportation infrastructure?
- What strategies are appropriate for DOT&PF to consider in order to:
 - Encourage more local government assumption of transportation powers and ownership of appropriate infrastructure
 - Manage transportation infrastructure assets more effectively

Coordination

The successful consultant will work closely with local stakeholders and organize and attend local meetings to develop the master plan and preliminary and final designs. Those stakeholders include:

- Southeast Cities, Communities, Boroughs, Municipalities
- Southeast Tribes
- Southeast Conference
- Federal Land Management Agencies (USFS, NPS, etc.)
- *Newly proposed Regional Planning Organization (RPO) for Southeast Region. - The DOT&PF may enter into an agreement with the RPO, once established, to help coordinate this plan's public outreach. The Southcoast Region RPO will be between the Alaska DOT&PF and Southeast Conference (SEC). The purpose of the RPO is to provide collaborative and continuous transportation planning for the region, undertake long range planning for the Region based community, Tribal and State needs, conduct community outreach to complete the evaluation of transportation needs and priorities for projects in the region, and more.*

Expected Tasks / Deliverables

The consultant will regularly engage stakeholders and the public, ensuring that the plan remains responsive to emerging needs and priorities. *The consultant shall coordinate public outreach and stakeholder involvement through the anticipated RPO as much as possible given their like interests of transportation and customer base in the Southeast Region.* Utilizing the Agile approach will allow for adjustments and refinements as new information becomes available, ensuring the plan remains relevant and effective in guiding Southeast Alaska's transportation investments into the future.

The phases may be concurrent and are subject to change. The following acceleration strategies shall be considered for all project phases.

- Agile and/or Agile hybrid project management approach
- Teaming (roles, tools, and team charters)
- Cloud-based software tools for state/public/private engagement for collaboration
- Data management tools to reduce knowledge loss during handoffs
- Engagement and collaboration platforms
- Project and team tracking tools (velocity/story points), including identification of metrics for performance management

During the last month of the contract, the team will close out the project by compiling the final deliverables, holding a retrospective project workshop, and document lessons learned over the course of the project. For the purposes of this RFP, the following Phases shall established.

Phase One Tasks: Planning and Discovery

- 1.1 Project Kickoff
- 1.2 Stakeholder Engagement and Public Involvement Plan Development
- 1.3 Vision, Goals, and Objectives Development

Phase Two Tasks: Analysis and Exploration

- 2.1 Population and Economic Analyses
- 2.2 Freight Analysis
- 2.3 Existing Conditions Assessments include Interties and Utilities
- 2.4 Demand and Risk Analysis
- 2.5 State of Good Repair Life Cycle Cost Analysis

Phase Three Tasks: Strategy Development and Prioritization

- 3.1 Gap Analysis and Performance Management Recommendations
- 3.2 Development of Transportation Project Recommendations
- 3.3 Evaluation of Alternatives
- 3.4 Financial Analysis and Investment Strategies

Phase Four Tasks: Formal Public Review and Refinement

- 4.1 Preliminary Draft SATP (65%)
- 4.2 Public Review of Draft SATP
- 4.3 Public Comment Documentation and Adjudication

Phase Five Tasks: Final Plan Development and Approval

- 5.1 Final SATP Preparation
- 5.2 Plan adoption and Documentation
- 5.3 Project Retrospective
- 5.4 Project Close Out

The contractor will be required to complete each item within each phase as described above. Some deliverables will be in the form of establishing the kickoff meeting while others will required the contract to draft specific documents for submission and review by the state. The following formatting examples should be included within the Agile project approach.

Modern electronic and engaging deliverables for an Agile SATP should aim to provide user-friendly, accessible, and interactive platforms for stakeholders and the public. These deliverables can be designed to facilitate understanding, promote collaboration, and enable ongoing feedback throughout the project lifecycle. Some examples include:

Collaboration and Data Storage

- **Project Management Tools:** Utilize modern project management platforms, such as Confluence, Jira, and Microsoft Project, to facilitate collaboration, communication, and task management among project team members and stakeholders.

- **Interactive Maps and Geospatial Data:** Utilize GIS (Geographic Information System) data and tools to create interactive maps, visualizations, and spatial analysis of the port area, infrastructure, and surrounding environment. These can help stakeholders better understand the current conditions and potential impacts of proposed projects.
- **Cloud Storage and File Sharing:** Implement cloud storage and file-sharing solutions, such as Microsoft OneDrive, to ensure that project documents, data, and deliverables are securely stored, easily accessible, and up to date for all stakeholders.

Dashboards

- **Data Visualization Dashboards:** Create data dashboards to present key performance indicators, project progress, and other relevant metrics in a visually appealing and interactive format. This can help stakeholders and the public better understand the transportation plan's goals and the impact of ongoing projects.
- **Performance Metric Dashboard:** Metrics can be identified that evaluate the port study's progress to help the project team adapt to external dynamics and improve the project approach if needed.

Engagement

- **Stakeholder Engagement Plan:** Outline how the project team will communicate, collaborate, and involve stakeholders throughout the project lifecycle. The plan may include stakeholder identification, stakeholder analysis, communication strategy, and possible engagement activities.
- **Online Surveys and Polls:** Use online surveys and polls to gather input from stakeholders and the public on various aspects of the transportation plan, such as project prioritization, funding allocation, and performance measures. Results can be shared in real-time to foster ongoing dialogue and collaboration.
- **Video Presentations and Webinars:** Produce video presentations or host webinars to explain the study's findings, recommendations, and next steps. This can be an effective way to engage with stakeholders who may not be able to attend in-person meetings or presentations.
- **Social Media and Collaboration Platforms:** Utilize social media and online collaboration platforms to communicate project updates, solicit public input, and foster open dialogue among stakeholders.
- **Story Maps:** Utilize Geographic Information System (GIS)-based story maps to present transportation plan objectives, alternatives, and priorities in an engaging and easily understandable format. Story maps can include multimedia elements, such as photos, videos, and interactive maps, to create a compelling narrative.

Reports and Memorandums

- **Digital Reports and Publications:** Publish digital versions of reports and planning documents that are mobile-friendly, searchable, and compatible with screen readers. This ensures that all stakeholders and the public can access and navigate the content with ease.

Anticipated Period of Performance

The actual period(s) of performance shall be negotiated based on the Tasks that are ultimately authorized by the Department. The length of the contract will be from the date of award, approximately March 30, 2024 through December 31, 2026.

The actual period of performance will be adjusted by the Department as deemed required to complete any work that may be authorized under any of the anticipated tasks.

Supporting Documents (Attachments)

See list included in Project Description and Background