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**Tri-County Regional Planning Commission  
Request for Qualifications  
Engineer/Planner for Federal Aid Projects**

Tri-County Regional Planning Commission (TCRPC) will retain at least two (2) consultant engineering/planning firms, with experience providing transportation planning services to act as the consulting engineer/planner for projects involving Federal, PennDOT, or other public funding in the planning, design and/or construction of highway, bridge, and other transportation-related projects. The selected firms must be a PennDOT-registered business partner through ECMS. The firms should demonstrate knowledge and experience in:

- roadway and bridge design, including project cost estimating;
- planning and design of traffic management facilities;
- travel demand modeling, supporting studies and data development;
- geographic information systems (GIS) analyses, visualization and/or scenario planning;
- planning studies relating emerging trends and issues to transportation project needs;
- safety, congestion management, freight planning, and related support;
- planning and design services for non-motorized travel;
- land use/growth management planning, including environmental studies; and,
- storm water management, modeling and design.

The appointments will last for a period of five (5) years, with annual reappointment considered during a HATS Coordinating Committee meeting. As federal, PennDOT, or other publicly-funded projects are realized, one (1) firm or team of firms will be selected for the intended purpose, and an individual agreement or work order will be prepared.

Firms interested in this work must show a good faith effort to involve disadvantaged business enterprises (DBE) and ensure their participation in this agreement is in accordance with policies from the Federal Highway Administration, Federal Transit Administration, and PennDOT.

Firms interested in this work should submit a statement of interest (SOI). The selection will be made directly from the SOI for those consultants deemed eligible and with a pre-qualification package on file with PennDOT. The SOI shall be limited to five (5) 8 ½ x11 inch pages single sided not including the organization chart, resumes, or cover letter. Two (2) hard copies and one (1) electronic copy in pdf format of the SOI must be received by TCRPC **no later than 4:00 PM on Friday, June 20, 2025**. Any SOI received after this time will not be considered. Statements of interest must be delivered to:

Mr. Andrew W. Bomberger, AICP  
Executive Director  
320 Market Street, Suite 301E  
Harrisburg, PA 17101

The SOI shall include:

- Organizational chart – including team member roles
- Resumes of key personnel
- One (1) page cover letter; plus five (5) page maximum discussion of team qualifications and experience to address the following:

1. The team's technical knowledge and experience across the technical areas identified at the beginning of this Request for Qualifications (25%).
2. The team's knowledge and experience in integrating planning concepts with transportation needs development and conceptual design for alternative improvements (25%).
3. How the team will ensure that it will provide a quality product (e.g. transportation/land use studies, environmental documentation, construction plans) (20%).
4. What the team will do to ensure that cost effective projects will be planned and/or designed (10%).
5. The team's knowledge of MPO operations, federal regulations governing MPOs, and the MPO's and PennDOT's roles in transportation project planning development and planning (10%).
6. How the team has performed on past PennDOT and federally funded projects, especially those performed for MPOs and/or local governments (10%).

## APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- 1. Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- 2. Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
- 3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
- 4. Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Federal Highway Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
- 5. Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.
- 6. Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. §4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to - ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 *et seq.*).