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Northeast Michigan Council of Governments

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**Grayling Area Transportation Study  
Request for Proposals  
Pre-Proposal Questions and Responses**

The following is the compilation of all questions received prior to the pre-proposal question deadline of August 27, 2020, 12:00 pm.

1. Given that Monday, September 7<sup>th</sup> is Labor Day, would NEMCOG consider extending the due date to September 8<sup>th</sup> instead? **Yes, the due date will be extended to Tuesday, September 8, 2020, 4:00 pm.**
2. Due to the pandemic and limited in-office time, would NEMCOG consider accepting electronic-only proposal submissions? **Yes, the NEMCOG will accept an electronic only submission. The technical proposal should be emailed separately from the cost proposal. All documents should be in a Microsoft Word or Adobe PDF format. The email for submission is [ntucker@nemcog.org](mailto:ntucker@nemcog.org). The technical proposal email must have a subject line of <Consulting Firm Name> - TECHNICAL PROPOSAL. The cost proposal email must have a subject line of <Consulting Firm Name> - COST PROPOSAL.**
3. September 7<sup>th</sup> deadline is on Labor Day. Will the NEMCOG office be open to receive proposals on that date? **No, the NEMCOG office will not be open. As stated above, the proposal due date will be extended to Tuesday, September 8, 2020, 4:00 pm.**
4. The proposal notes delivery by mail or courier, are we allowed to perform an in person drop off of the proposals by the deadline since we have staff in the area to do so or will they only be accepted by mail or courier? **As noted in question 2 above, an electronic submission is acceptable and is now considered the preferred method. Hard copy proposals will still be accepted, and hand delivery is also acceptable. Since the RFP was issued, the University Center building has adjusted its operating procedures due to the COVID-19 pandemic and is now only open to the public on a limited basis. In addition, all NEMCOG staff are still primarily working from their homes. University Center staff will accommodate mail or courier deliveries. If hand delivery is the chosen method you will need to contact Nico Tucker at [ntucker@nemcog.org](mailto:ntucker@nemcog.org) to make arrangements for a date and time to deliver.**
5. Related to Scope of Work Item C1, could NEMCOG provide a summary of currently available traffic data (including recent intersection counts)? **All available traffic count data will be obtained from MDOT databases. The MDOT Transportation Data Management System can be found at <https://mdot.ms2soft.com/tcds/tsearch.asp?loc=mdot>. Annual Average Daily Traffic (AADT) and Commercial AADT data can be downloaded from <https://gis-mdot.opendata.arcgis.com/search?q=traffic>. The NEMCOG, Crawford County Road Commission, and City of Grayling have not collected any recent traffic counts within the study area. I am not**

aware of any specific intersection turning movement counts that have been conducted since the original study.

6. Does NEMCOG anticipate potential issues with data collection due to traffic levels during the pandemic? Any traffic data collected should be adjusted to account for any reduced traffic volumes due to the current COVID-19 pandemic. Adjustment factors will need to be developed utilizing the consultant's professional judgement based on information from the MDOT, NEMCOG, Crawford County Road Commission, City of Grayling, and Grayling area economic development and Chamber of Commerce agencies. The NEMCOG, Crawford County Road Commission, and City of Grayling have not collected any recent traffic counts within the study area to validate estimated traffic volume changes.
7. What is the exact study area for the project? The attached PDF map depicts the exact study from the original transportation study completed in 2008. The study area should be reviewed and verified or adjusted based on input from the steering committee at the onset of the project. As an alternative to the PDF map a shapefile may be downloaded from <https://drive.google.com/drive/folders/19PtsugUUG0UW5eTky0jcNzN8Rc8jqqb7?usp=sharing>.
8. Does NEMCOG (or MDOT on their behalf) have a travel demand model for the study area? If so, what software is it based on and what are the current base and horizon years for the model? Can an electronic version of the model's data and parameters be provided? The only known model is the Statewide Travel Demand Model. The NEMCOG has attempted to contact MDOT staff to obtain answers to the other questions regarding the model but has not received an answer prior to publishing this document. Should NEMCOG receive a response from MDOT prior to the proposal deadline the answers will be posted and emailed in a separate document.
9. For the technical analyses of future road segment and intersection capacities, is/are there a specific time(s) of day should the evaluation focus on? The evaluation of road segments and intersection capacities should be conducted for peak hour volumes. Currently, the recommended timeframes are 6:00-9:00 am and 3:00-6:00 pm. Should any available data indicate alternate peak hour times it should be discussed with the steering committee and these times adjusted accordingly.
10. What format will the data available from NEMCOG be in? All GIS data from NEMCOG will be in an ESRI File Geodatabase of shapefile format. If the chosen consultant requires another format, NEMCOG can work with the consultant and attempt to accommodate that need. However, there will be no guarantee that NEMCOG will be able to provide any format other than those mentioned above.
11. If additional traffic data is required for the study, can the consultant rely on the agency participants (i.e. MDOT & Crawford Co. Rd Commission) to be responsible for collecting it? The MDOT, NEMCOG, Crawford County Road Commission will not be able to accommodate any additional traffic data collection at this time. Any other traffic data collection needs will be the responsibility of the consultant and will need to be a part of their contract and price proposal.
12. Should the Study consider safety and crash issues in the study area in addition to the existing mobility issues? Yes, the study should consider safety and crash issues, along with any other issues related to the overall transportation system in the Grayling area.

# Grayling Transportation Study Area

