



POB 383 / Dover, DE 19903 / <http://www.doverkentmpo.org> / 302.387.6030 FAX: 302.387.6032

Request for Proposal - Study Scope

Dover Kent County Metropolitan Planning Organization (MPO) is seeking priced proposals from qualified professional consulting firms to perform specific assignments in support of the MPO's FY25 UPWP plan of work that will result in the implementation of a transportation, land use, and economic development strategy for Kent County, Delaware. Deadline for responses is 4:00 PM, March 1, 2024.

Project: Lookerman Street Traffic Calming / Street Activation (Dover)

Narrative: This project was requested by Downtown Dover Partnership. This project will emphasize on-street activation, balancing sidewalk space with on-street parking, and making motor vehicles less intrusive. Focus on bringing Lookerman Street stakeholders together to envision their desired future and see how the street design could support that vision. It will incorporate broad goals of the Strategic Master Plan ("Capital City 2030: Transforming Downtown Dover" by Mosaic Development Partners dated 01-30-23), as well as compliment recent planning studies in the adjacent area.

Expected Components:

Task 1- Project Start-Up

Task 2- Data Collection

Task 3- Community Engagement & Education

- Including an outreach plan for reaching the greatest number of nearby residents
- MPO's Public Participation Plan is available [here](#)

Task 4- Key Issues Identification; including

- Alternatives Review
- Recommended Alternative Purpose and Need Statement
- Proposed Performance Measures
- Identify any Equity/Title VI concerns (the MPO's Title VI Plan is available [here](#))

Task 5- Draft Document, including appropriate stakeholder presentations

- Sponsor (DDP)
- MPO Public Advisory Committee
- MPO Technical Advisory Committee
- MPO Council

Task 6- Final Document

- 3 bound copies
- Electronic copy in Word format and PDF

Please provide the MPO with an estimated cost and an estimate of time needed to complete the outlined tasks.