

City of Blair

Safe Streets for All (SS4A)

Comprehensive Safety Action Plan (CSAP)

Request for Qualifications

SOQ's Due March 13, 2026, to:

PDF Electronic Submissions Preferred

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Tentative Council Approval Date

March 24, 2026

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1. Project Overview

The City of Blair, Nebraska (City), is requesting Statements of Qualifications (SOQs) from qualified consulting teams to develop a Comprehensive Safety Action Plan (CSAP). The CSAP will serve as the City's roadmap to reduce and ultimately eliminate roadway fatalities and serious injuries for all roadway users, including people walking, biking, rolling, driving, and using transit or school transportation.

2. Background and Purpose

The U.S. Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) program provides funding for planning and implementation initiatives to prevent roadway deaths and serious injuries. The City intends to develop a CSAP that meets the SS4A Action Plan eligibility requirements and positions Blair to pursue future SS4A Implementation Grants.

3. Project Goals and Objectives

The CSAP should be guided by the Federal Highway Administration's Safe System Approach and include, at a minimum:

- A data-driven understanding of traffic safety trends and systemic risk factors within the City.
- Identification of emphasis areas, high-risk corridors, and high-risk intersections for all roadway users.
- Meaningful, equitable engagement with community members and stakeholders, including traditionally underrepresented groups.
- A prioritized, implementable set of strategies and projects across the 3 Es of traffic safety: Engineering, Enforcement, and Education.
- A clear implementation plan with cost estimates, phasing, performance measures, and roles/responsibilities.
- An updated trails plan and map.
- A final CSAP document suitable for adoption by City Council and use in future grant applications.

4. Scope of Services

The Consultant is encouraged to be creative and propose a methodology that meets SS4A Action Plan requirements. The following tasks represent the City's anticipated scope; Respondents may propose refinements or additional optional tasks.

Task 1: Stakeholder and Public Engagement

The Consultant shall prepare and implement an equitable and authentic engagement strategy to gather community input and build local ownership of the CSAP.

- Develop an engagement plan that includes outreach to residents, businesses, schools, emergency services, and regional partners.
- Identify communities disproportionately impacted by traffic risks and ensure representation and feedback from underrepresented groups.
- Conduct a transportation safety survey.
- Facilitate a minimum of four (4) public meetings in accessible locations (virtual options may supplement). Ideally, one in each ward within Blair.
- Coordinate with a City-identified project steering group/task force for project direction and review.
- Summarize engagement activities, participation, feedback received, and how feedback is incorporated into the CSAP.

Task 2: State of Practice, Policy, and Data Review

The Consultant shall review existing plans, programs, policies, and practices related to transportation safety and assess available data for quality and completeness.

- Community Demographics in relation to transportation.
- Review local, regional, and statewide transportation safety plans and initiatives and identify opportunities for coordination.
- Inventory existing City policies, design standards, and processes that influence safety outcomes.
- Assess available datasets (crash, roadway, traffic, land use, demographics, school travel, freight, etc.) and identify gaps.
- Recommend best-practice analysis strategies and any additional data collection needs.

Task 3: Crash and Safety Analysis

The Consultant shall conduct a comprehensive crash and safety analysis for at least the most recent five (5) years to identify key safety issues, trends, and contributing factors.

- Analyze crash locations, severity, roadway user types, and contributing factors.
- Identify systemic risk factors, including speed, roadway design, lighting, intersection controls, crossings, and railroad interfaces.
- Identify Emphasis Areas, High-Risk Corridors, and High-Risk Intersections based on fatal and serious injury crash history.
- Develop maps, summaries, and baseline performance measures suitable for public-facing and technical reporting.

Task 4: Countermeasures and Strategy Development

The Consultant shall identify and evaluate countermeasures and strategies aligned with the Safe System Approach and the 3 Es of traffic safety.

- Develop a countermeasure toolkit addressing engineering, enforcement, and education strategies.
- Link strategies to federal performance measures and identify how progress will be tracked over time.
- Incorporate proven safety countermeasures and systemic approaches (not solely spot-location fixes).
- Coordinate with stakeholders to refine recommended strategies and ensure feasibility.

Task 5: Implementation Plan and Programs

The Consultant shall develop an implementation plan to guide near-, mid-, and long-term actions and establish a pipeline of projects for future grant applications.

- Develop a prioritized list of projects and programs, including conceptual improvements and conceptual opinion of probable costs, with annual inflation estimations.
- Create a project readiness timeline (short-term: up to 5 years; mid-term: 5–10 years; long-term: 10+ years).
- Identify roles and responsibilities for implementation, including partner agencies where applicable.
- Develop recommendations for education and enforcement programs aligned with the CSAP.

Task 6: Draft and Final Comprehensive Safety Action Plan

The Consultant shall prepare an administrative draft CSAP for City review and comment, and then prepare a final CSAP suitable for City Council adoption.

- Prepare an administrative draft CSAP in electronic PDF format.
- Incorporate City comments and prepare a final CSAP with clear graphics, maps, and plain-language summaries.
- Provide presentation materials for final review and adoption, if included in the Consultant's approach.

Task 7: Executive Summary / Fact Sheet

Upon completion of the CSAP, the Consultant shall develop a concise executive summary or fact sheet in PDF format that is highly visual and suitable for public distribution.

Task 8: Project Closeout and Data Transfer

The Consultant shall provide the City with all data, GIS files, analysis outputs, meeting summaries, and technical appendices generated during the project.

5. Deliverables

- Public Engagement Summary Memo
- Schedule of deliverables and public meetings
- State of Practice / Policy and Data Review Memo
- Crash and Safety Analysis Report (including maps)
- Countermeasure Toolkit and Strategy Framework
- Transportation Equity Review Summary
- Implementation Plan with cost estimates and phasing
- Administrative Draft CSAP (PDF)
- Final CSAP (PDF and editable source files)
- Executive Summary / Fact Sheet (PDF)
- Project data package (GIS, spreadsheets, analysis files, etc.)

6. Project Schedule

The City anticipates awarding a contract in March of 2026 and completing the CSAP within approximately 9–12 months after Notice to Proceed. Respondents shall propose a schedule including key milestones, meetings, and deliverables.

7. RFQ Submittal Requirements

To assist the City in evaluating your submission, please include the information below. Responses should be concise while addressing all requirements.

7.1 – General Information

- Name and address of firm(s)
- Primary contact name, title, phone, and email
- Number of years in business
- Total number of employees
- Identify any proposed subconsultants and their roles
- Identify the Project Manager and key staff
- Describe each person's role and percent availability
- Provide an organizational chart

7.2 – Qualifications and Relevant Experience

- Demonstrate experience developing SS4A Action Plans / Safety Action Plans
- Demonstrate experience with crash analysis and Safe System Approach
- Demonstrate experience with equitable engagement and working with small-to-mid-sized communities

7.3 – Project Understanding and Approach

- Describe your proposed methodology for completing the tasks in Section 4
- Describe perceived opportunities, challenges, and priorities for Blair
- Describe data sources, tools, and expected outputs (maps, dashboards, etc.)

7.4 – Proposed Schedule

- Provide a detailed schedule with tasks, milestones, and deliverables

7.5 – References & Conflict of Interest and Disclosures

- Provide three (3) references for similar projects
- Include reference name, title, agency, phone, email, and brief description
- Disclose any conflicts of interest
- Disclose any debarment/suspension status
- Disclose any relevant litigation or contract terminations

8. Evaluation and Selection Process

A City selection committee will review SOQs for completeness and evaluate responsive submissions based on the criteria below. The City may invite a short list of the highest-ranked firms for interviews.

Proposed Evaluation Criteria: 100 points total

- Qualifications and experience (30 Points)
- Project team and qualifications (25 Points)
- Project understanding and approach (25 Points)
- References and past performance (15 Points)
- Quality and completeness of submittal (5 Points)

9. Terms and Conditions

This RFQ does not commit the City to award a contract or pay any costs incurred in the preparation of a response. The City reserves the right to reject any and all responses, waive informalities, and negotiate with the highest-ranked firm.

10. Communications and Questions

All questions, clarifications, and communications concerning this RFQ shall be submitted via email to the City's designated Point of Contact. Or through the city's online bid portal at [Beacon Bid](#)

Designated Point of Contact:

Name: CJ Heaton

Title: Deputy City Administrator of Public Works

Email: Cheaton@blairne.gov

Phone: 402 426 6695

Subject Line: RFQ – Comprehensive Safety Action Plan (CSAP)