

MID-AMERICA REGIONAL COUNCIL'S
PLANNING SUSTAINABLE PLACES PROGRAM

AGREEMENT

PARTIES: Jackson County, Missouri, hereinafter referred to as the "Sponsor"
City of Greenwood, Missouri, hereinafter referred to as "City of Greenwood"
Mid-America Regional Council, hereinafter referred to as "MARC"

PURPOSE: The Planning Sustainable Places (here in after known as "PSP") program provides local governments with financial support to advance detailed planning and project development activities in support of *Connected KC 2050's* activity centers and corridors framework. Funds received will be used to advance detailed local planning in support of the Greenwood Connected as detailed in Exhibit A.

The program looks to facilitate the following objectives:

- Support the development and implementation of local activity center plans consistent with the Creating Sustainable Places principles, identified regional activity centers, and the land use policy direction outlined in *Connected KC 2050*.
- Support localized public engagement and community consensus building.
- Support the identification and conceptualization of transportation projects, land use strategies, and related sustainable development initiatives that help to realize and advance the objectives identified in the Creating Sustainable Places initiative, *Connected KC 2050*, and the MARC Board's adopted policy statement on regional land use direction.

EFFECTIVE The parties mutually agree to Articles I, II, and III in accordance with this Agreement effective the date signed by MARC's Executive Director or his/her designee until the 15th day of November, 2023.

ARTICLE I

SPONSOR AGREES:

1. To fund their portion of the PSP program's required local match of \$5,000.00 with a one-time payment upon receipt of invoice for the local match;
2. That any change order or request for additional services must be submitted through MARC to the contracted consultant. If the resulting change order or request for additional services requires additional funding, payment shall be the responsibility of the Sponsor;
3. To provide a project manager and coordinate the consultant team;

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MAR 24 2023
MARY JO SPINO COUNTY CLERK

4. To participate in the PSP program management and provide MARC all required technical assistance, data and any other necessary information needed to successfully manage and comply with federal requirements regarding the PSP project;
5. Agree to include designated MARC project liaison in study advisory committee; and
6. To provide a selection committee to review consultant vendor proposals, interview prospective consultant vendors, and make final selection of vendor.
7. To provide final approval of project deliverables.

ARTICLE II

CITY OF GREENWOOD AGREES:

1. To fund their portion of the PSP program's required local match of \$5,000.00 with a one-time payment upon receipt of invoice for the local match;
2. That any change order or request for additional services must be submitted through MARC to the contracted consultant. If the resulting change order or request for additional services requires additional funding, payment shall be the responsibility of the Sponsor;
3. To provide a project manager and coordinate the consultant team;
4. To participate in the PSP program management and provide MARC all required technical assistance, data and any other necessary information needed to successfully manage and comply with federal requirements regarding the PSP project;
5. Agree to include designated MARC project liaison in study advisory committee; and
6. To provide a selection committee to review consultant vendor proposals, interview prospective consultant vendors, and make final selection of vendor.
7. To provide final approval of project deliverables.

ARTICLE III

MARC AGREES:

1. To provide project liaison and project management;
2. To administer awarded Planning Sustainable Places federal funding of \$30,250.00, unless state or federal funding sources withdraw funding.
3. To coordinate and conduct consultant selection process to meet state and federal procurement requirements in the use of federal funds that includes but is not limited to debarment and Disadvantaged Business Enterprise (DBE) requirements;
4. To provide oversight of federal requirements that governs the use of federal funds in connection with the PSP program; and
5. To administer consultant invoicing and reimbursement process per state and federal guidelines.
6. To accept consultant deliverables only with Sponsor approval.

ARTICLE IV

ALL PARTIES MUTUALLY AGREE:

1. That this Agreement and all contracts entered into under provisions of this Agreement shall be binding upon Jackson County, Missouri, City of Greenwood, Missouri, and MARC; and

2. That no third party beneficiaries are intended to be created by this Agreement, nor do the parties herein authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.

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IN WITNESS WHEREOF: the parties hereto have caused this Agreement to be signed by their authorized officers effective the date signed by MARC's Executive Director or his/her designee..

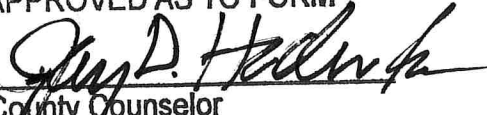
Mid-America Regional Council

David Warm
Executive Director



Date: 02/15/2023

APPROVED AS TO FORM



County Counselor

ATTEST:



Clerk of the County Legislature

Jackson County, Missouri

Frank White II
County Executive



Date: 3/22/2023

Attest: 

City of Greenwood, Missouri

Levi Weaver
Mayor



Date: 2/3/23

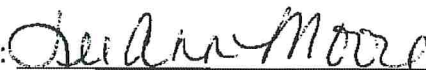
Attest: 

Exhibit A

[Include PSP Application Summary PDF]

REVENUE CERTIFICATE

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to provide for the obligation of \$5,000.00 is hereby authorized.

3-23-2023
Date



Director of Finance and Purchasing
Account No. 003-3601-56798

PC 360123001 000 ML



General & Project Information [First Page]

Question	Answer
You must classify your project into one category. Select your category from the following list:	Sustainable Places Plan
Project Name:	Greenwood Connected
Project Location: (city, county, and general boundaries if site-specific plan)	City of Greenwood, Missouri. Downtown and surrounding neighborhoods.
Total Cost	\$50,000
Federal Amount	\$40,000
Minimum Funding Amount	\$50,000
Non-federal Cash Match - Must be at least 20% of Question 2.1 above...	\$10,000
Source of local match:	Greenwood and Jackson County General Funds
Is the project scalable?	No

Study Area & Context [Second Page]

Question	Answer
Please draw the boundaries of your proposed project's study area.	<p>City of Lees Summit, Missouri Dept. of Conservation, Missouri DNR, Esri, HERE, Garmin, S Nearly all the destinations mentioned above are within one mile</p>

What is in your proposed scope to connect the above

destinations in your study area? Please tell us about any priority destinations that are to be connected.

of Downtown Greenwood. Downtown Greenwood is generally the area that runs along Main Street (MO 150) from Allendale Lake Road to the Mo 150 Bridge over Big Creek and the UP Mainline. The goals of this project include creating a trail connection from the planned Rock Island Trail (entering Greenwood via Hamblen road from the north), into and out of Downtown Greenwood, and to improve walkability, accessibility and safety of Downtown Greenwood and surrounding institutions, businesses and activity centers. Greenwood's elementary school, downtown business district, and surrounding neighborhoods are not currently connected via sidewalks and walkability of this area is poor. Additionally, traffic control is minimal causing safety concerns for pedestrians and cyclists. We wish to improve these issues through robust planning and public engagement which can be further advanced through formal adoption by the Board of Alderman. We then plan to pursue funding for construction of these projects through the MARC sub-allocated funding process.

The scale of a study area is impacted by the presence of people. The layers, Population by Block, and Jobs by Block, show the numbers by block. What is in your proposed scope that addresses the scale of your study area?

The Downtown Greenwood corridor has a low density of population and a low density of jobs. However, it does have a high concentration of retail and service, and we plan to help downtown become a more economically viable area to new or expanding business. A long term goal for Greenwood is to create a higher density of activity along the downtown corridor, including jobs, which we feel can be achieved by strengthening our downtown corridor through planning and good land use policies. Additionally, the areas surrounding downtown have a higher density of population by block. We feel strongly that connecting these higher-density residential areas to our downtown will contribute to the success of the downtown area by allowing our residents to access downtown easily and safely.

The mix of land use types contributes to the vibrancy of a place. The layer, Land Use Variety by Block, illustrates how many different land use types are found in a block. What is in your proposed scope that addresses land use mix?

The land use by block is highest in the project area compared to the other portions of the City, which are residentially zoned. There are manufacturing zoned areas, commercial, governmental/school zones, and residentially-zoned parcels in this project area. Making it very diverse from a land-use perspective. Again, in an effort to help downtown grow, we feel that it is critical to encourage more business activity in this area, and to help bring people into an active, vibrant downtown.

The mix of housing land use types contributes to housing choice. The layer, Housing Variety by Block, illustrates how many housing types are found in a block. What is in your proposed scope that addresses housing mix in your study area?

There are only a few residentially-zoned parcels in Downtown Greenwood, but the average age of the housing is high and there are few multi-family housing zoned parcels. The proposed scope would allow the City to address how best to accommodate pedestrians and cyclists to and from these residential areas. Additionally, we would love to see recommendations from consultants on where and how we could increase the mix of housing choices and how that would impact our city. Density in our downtown area would help bring activity and vibrancy to our downtown on a daily basis.

One of the components of environmental justice is an at or above regional presence of minority populations. The layer, % Minority Population by Block, illustrates the percentage of population that is minority. What is in your scope that addresses minority populations in your study area?

The blocks within the proposed project area that have housing show a % minority population of 32.7% - 74.9%. Equity and inclusion is always a top priority of the City and County, and we will include those principles in this study. Getting participation from the minority community through robust community engagement will assist in our understanding of the needs of the minority community in Greenwood. As we work to improve Downtown Greenwood, we want to ensure that the process is collaborative with the minority community and that we understand the issues they face in our community.

As Big Creek runs through the Downtown area along 6th Ave South runoff and I&I from impervious surface will be a concern

Stormwater runoff can adversely affect infrastructure and properties. The layer, Impervious Surface, illustrates the percentage of impervious surface by block. What in your proposed scope addresses impervious surface in your study area?

and one we hope to address from a planning perspective as future growth will occur. The City has completed a sewer/stormwater inventory and will be completing an update of the stormwater study and master plan in the near future, making complete streets and curbs/sidewalks a vital component. We anticipate this project will have a stormwater, green infrastructure, and street tree components that will mitigate runoff. The planning work that will be completed in this proposed project can help guide our engineers on what will be needed in the future as the Downtown area changes.

What is in your proposed scope to address connections in your study area? If connections are missing, tell us about them.

We acknowledge that public transit is lacking in Greenwood, and mobility hubs are also nonexistent, making projects like this important. This project proposes a Rock Island Trailhead and a future mobility hub as transit expands. There are little or no sidewalks in the proposed project area, which includes to and from the Elementary school. These connections are critical for our community both internally and externally. These are items we will include in the scope of the project in an effort to plan for future resiliency and for the benefit of Greenwood residents.

Project Overview [Third Page]

Question	Answer
Project Description	<p>There are two primary goals of the Greenwood Connected project. The first goal is to plan for and engage the community on the alignment of the Rock Island Trail through the City of Greenwood. The second goal is to plan a range of improvements for downtown Greenwood, including better walkability, economic vitality, placemaking, stormwater improvements, safety improvements, and more as determined by the study. The southern expansion of the Rock Island Trail creates an opportunity to dovetail these goals into one planning exercise and possibly one construction project. The City of Greenwood desires to create more connectivity between neighborhoods and Downtown Greenwood, including the Elementary School. In addition, missing sidewalks, lack of traffic control, limited parking, and lack of curb and gutter contribute to a less than ideal visitor experience. Improving Downtown Greenwood will create an opportunity for economic development in preparation for the expansion of the Rock Island Trail into Greenwood. This project will be a direct partnership between Greenwood and Jackson County.</p>
Is the project consistent with the relevant adopted local comprehensive plan(s)?	<p>Yes, the project is consistent with the current City of Greenwood Comprehensive Plan. This project will work to improve the community aspect and pedestrian character of the plan, by allowing for a more vibrant and connected downtown. One of the goals of Greenwood's comprehensive plan was to preserve historical buildings in downtown Greenwood. Bringing the Rock Island Trail through downtown Greenwood creates an opportunity to reuse these historically significant buildings as new commercial space and bring a new sense of life to the area.</p>
Describe how this project and its outcomes directly relate to transportation issues.	<p>This project will create opportunities for Greenwood residents to walk and bike in and around downtown Greenwood safely. Currently, Downtown Greenwood does not have sidewalks or comprehensive traffic control. Missouri Highway 150 acts as Greenwood's main street and serves primarily to move cars through downtown. Greenwood City Hall, Greenwood Police HQ, Greenwood Elementary, and various retail shops are all located downtown, but are not easily accessible by walking or biking. Improving walkability and traffic control, while routing the trail</p>

	<p>through downtown, create a more organized and safer downtown Greenwood, while also providing opportunities for enhancing activity and vibrancy, revitalizing the heart of the City. This planning process and subsequent project will improve safety and accessibility for all road users.</p>
<p>The Planning Sustainable Places program requires projects to include a robust citizen engagement component. Please outline this component.</p>	<p>Citizen Engagement will be a critical component of this project. Planning downtown improvements is a high priority to several stakeholders in and around downtown. We will engage businesses, property owners, local houses of worship, Greenwood Elementary School, and residents across the community, including those that serve on the Planning Commission and Park and Recreation Board, to fully understand their wants and needs regarding improving downtown. Similarly, when planning the best route alignment for the Rock Island Trail, we must have a good grasp of route alternatives and their tradeoffs. These should be communicated to the public and vetted in an open forum. When engaging with the public on this issue, we will incorporate all the groups previously mentioned but will try to cast a wider net within Greenwood to get buy-in from Greenwood Residents generally. Other groups, we may engage include MoDOT, Cass County, Pleasant Hill, Lee's Summit, and Lake Winnebago, whom the trail may directly impact. The public engagement piece of this is one of the primary reasons we wish to win this PSP grant. We do not have the internal capacity or the budget to hire someone to do the robust kind of citizen engagement we need to do this project successfully.</p>
<p>One of the dominant goals of the Planning Sustainable places program is to create or enhance vibrant communities. Please explain how this project will enhance future vibrancy. (See this link for principles and concepts that contribute to a vibrant community.)</p>	<p>Creating a vibrant downtown Greenwood is a central goal of this project. Improving downtown Greenwood will repair decades of neglect along our Main Street and reinvest in our community. It will help make our compact downtown center walkable and create new opportunities for an attractive, pedestrian-oriented area. This project creates an opportunity to change Main Street from MO-150 to a context-appropriate complete street, where retail, service, pedestrians, and trail mix. A contemplated downtown trailhead and mobility center would prepare Greenwood for future trail and transit connectivity. Contemplated programmable green space in downtown could be a gathering place for events or festivals. Creating a downtown parking plan would ensure visitors could access local businesses and events. We know that connecting the Rock Island Trail to downtown Greenwood will greatly increase the number of visitors to our town. Taking advantage of the wide range of benefits the trail will bring is critically important to our community. All these concepts would create a new atmosphere of vibrancy in downtown Greenwood.</p>

Intent Questions [Fourth Page]

Question	Answer
<p>Describe how the project promotes improved travel choices (e.g., bicycling, walking, transit use, transportation demand strategies, etc.) For more information see the sustainability principle of Transportation Choice in the Sustainable Land Use</p>	<p>Currently, people have little choice in how they move around Greenwood. The lack of sidewalks, bike facilities, and traffic control make walking and biking unattractive and unsafe options. Creating a context-appropriate, complete street on Main/MO 150 through downtown is critical to improving transportation choice in Greenwood. Another important need is strengthening connections between neighborhoods and downtown. We also wish to prepare this corridor for future transit by including a mobility hub and Rock Island Trailhead. Ultimately, we aspire to a pedestrian oriented downtown that provides transportation</p>

<p>Resource.</p>	<p>choice to and from the area. Planning where sidewalks need to be installed and connecting activity centers to residential neighborhoods will create this opportunity. Integrating the Rock Island Trail into downtown will create an opportunity for residents to access other nearby communities. Recreational and exercise benefits are an added bonus for residents who currently have no access to the Metrogreen system.</p>
<p>Describe how the project promotes sustainable land-use patterns (e.g., mixed use, transit-oriented, walkable, affordable housing, etc.) For more information see the sustainability principle of Housing Choice or Reinvestment in the Sustainable Land Use Resource.</p>	<p>This study will explore our current land use policies and provide insight into how we can improve these policies to promote more mixed use development, affordable housing, infill opportunities, and development in our downtown area. Creating a walkable, transit ready environment, integrating the trail system, and connecting the street grid will go a long way to promote development activity in our downtown.</p>
<p>Describe how the project advances environmental stewardship. For more information see the sustainability principle of Resource Conservation and Energy Efficiency in the Sustainable Land Use Resource.</p>	<p>Improving stormwater systems and inclusion of green infrastructure into this project will help immensely with localized and downstream flooding, and protecting natural resources. Integrating street trees will reduce runoff and the urban heat island effect. Promoting infill and creating a compact, walkable downtown will focus development activities into a small area in our downtown, demonstrating resource efficiency and density. Integrating the Rock Island trail and preparing for future transit by including a mobility hub and trailhead in downtown will create transportation choice for residents and visitors.</p>
<p>Describe how the project advances housing choice. For more information see the sustainability principle of Housing Choice in the Sustainable Land Use Resource.</p>	<p>An examination of our current zoning policies will help us prepare for future development in Downtown Greenwood and will help us choose policies that will promote mixed use development, infill, and diverse housing types. Creating a context appropriate complete street on Main/MO 150 will help our community develop around our Main street and Downtown. Working on creating a compact walkable Downtown will make new downtown development more attractive and provide amenities to new residents and businesses.</p>
<p>Describe how the project advances improved public health. For more information see the sustainability principle for Healthier Lifestyles in the Sustainable Land Use Resource.</p>	<p>Creating a more walkable Greenwood and integrating the Rock Island Trail into downtown will promote active living and healthy lifestyles. Green infrastructure improvements will protect natural resources. Both of these concepts will help create a pedestrian oriented public realm in Greenwood, encouraging walking, biking and healthy lifestyles.</p>
<p>Describe how the project supports investment in areas with existing infrastructure. For more information see the sustainability principle of Corridors & Activity Centers in the Sustainable Land Use Resource.</p>	<p>Downtown Greenwood is the only business district within Greenwood. It's also close to the police station, city hall, and Greenwood Elementary. The planning and contemplated infrastructure improvements will support existing and historical infrastructure in Greenwood. This project contemplates a context appropriate, complete street through the heart of Downtown Greenwood, a compact walkable downtown, a parking plan to accommodate new visitors and more activity downtown, a mobility hub and trailhead to create transit readiness, green and programmable space and a pedestrian oriented downtown. Additionally, street trees, improved or new sidewalks, curb and gutter, and improved traffic control will create a safer and more inviting experience.</p>
<p>Describe how the project improves economic growth (i.e. jobs retention, jobs generator, tax growth).</p>	<p>Greenwood desires to create economic opportunities by creating policies that will support downtown development and through trail oriented development. The economic power of the Katy Trail has done great things for many small towns in central Missouri. We feel we are well positioned to tap into the economic benefits the trail will bring, and this planning exercise will help us understand how to accomplish this goal. We presume this will include new businesses locating and existing businesses expanding in Downtown Greenwood. New businesses and</p>

Describe how the project commits to using a planning resource(s) to understand the project area and craft the plan (e.g. scenario planning, data indicators, performance measures, environmental data or similar resources - for example list visit [insert link])

additional jobs will expand the tax base and provide funding for additional development opportunities.

We will utilize prior studies and plans such as the City of Greenwood's Comprehensive Plan, Greenwood's Stormwater Study which is currently underway, the prior Rock Island Creating Sustainable Places study, and Greenwood's 2021 Traffic Study of Main Street. Along with these internal documents, we will utilize case studies and best practices learned from similar projects. This may include the Osawatomie "Oz Commons Plan", Louisburg Master Trail Plan, Great American Rail-Trail Economic Impact Study, GAP Economic Impact study, and others.

Describe how the project promotes resiliency (physical and/or economic).

Improved stormwater and inclusion of street trees will assist with runoff, help control downstream flooding, and reduce the heat island effect. This will protect natural resources and improve physical/climate resiliency. Creating better walkability and bikeability will create more ways for residents and visitors to move within their community. Creating economic conditions that support businesses and investment in the downtown area creates economic resiliency for Greenwood. Analyzing zoning and zoning policy can help us understand and improve land use, which can have a positive impact on climate and economic resiliency.

Describe how the project includes innovation in concept generation and public engagement.

While we have some ideas regarding the best alignment of trail and improving the Downtown Greenwood area, we want residents to drive the discussion, help generate ideas, and vet the outcomes. During public engagement periods, We will ask the 5 W's and the H: Who, What, Why, Where, When and How. We will utilize concepts like ideation boards and blue-sky thinking to come up with a range of concepts to explore. We will also explore new technology or web based applications that assist with idea management and generation.

Location Questions [Fifth Page]

Question	Answer
Does this project serve MARC's defined redevelopment area? Click on the Redevelopment Area layer in the Planning Sustainable Places Atlas.	Yes
If yes, please describe.	The entire northern portion of the proposed project area is defined as a "Redevelopment Area" on the Redevelopment Area map.
Is the project located in an activity center identified on MARC's map of activity centers? Click on the Activity Centers layer in the Planning Sustainable Places Atlas.	Yes
If yes, please describe.	The proposed project area has parcels defined as "medium" on the Activity Center map.
Does the project serve a current or future transit corridor or mobility hub (Smart Moves 3.0)? Click on Mobility Services and select the Mobility Hubs or Smart Moves layer in the Planning Sustainable Places Atlas.	No
Does the project serve an environmental justice area(s) or has areas with hidden environmental justice populations or does the project provide connections to environmental justice area(s) with opportunities (i.e., jobs access, education, reduce health disparities, etc.)?	No

Click on Environmental Justice Tracts layer in the Planning Sustainable Places Atlas.

Partnership & Implementation Questions [Sixth Page]

Question	Answer
Describe the partnerships formed to develop the project and the manner in which these partnerships will benefit the project. In particular detail project coordination within the sponsor entity and partnership with entities outside the sponsor entity.	This application is a partnership between the City of Greenwood and Jackson County. Jackson County is committed to the success of the Rock Island Trail as demonstrated by the last several years of investment in the Rock Island Corridor. We are also committed to helping our Jackson County Communities get the most out of our investment in the Rock Island and we believe Greenwood is poised for success. The partnership is mutually beneficial for Jackson County and Greenwood as it would accomplish critical planning work while reducing the cost burden to each party. We will also engage a variety of other entities, including neighboring communities, MoDOT, business owners, the Lee's Summit Reorganized School District No. 7, and more. We will engage these entities through one on one conversations, community meetings, and with online tools. We would also utilize the resources provided by a planning firm on how best to engage these entities and other potential stakeholders.
Describe if the project demonstrates sustained involvement with social equity and/or typically underrepresented stakeholders.	The proposed project area includes senior citizens and minority populations. We hope to engage all citizens, not only the ones directly impacted by the Rock Island Trail and downtown improvements.
Describe local activities that show commitment and ability to carry out the proposed project and support the stated project summary.	Jackson County has committed tens of millions of dollars to developing the Rock Island Corridor over several years. Completing the trail to the Katy Trail has always been a stated goal of the project. Both the County Executive of Jackson County and the Mayor of the City of Greenwood have publicly voiced and documented their commitment to this project. City and County staff have collaborated over years to further the goals of the communities we represent to bring this project to life. Volunteer citizens have served on the City's Rock Island Committee and citizens across the State have vocalized their support. This application is being submitted on their behalf. The trail's completion through Greenwood would not just change this small community's future, but the entire State's, as cyclists will be drawn to Missouri to enjoy this completed railway.

Supplemental Information [Seventh Page]

Question	Answer
File 1	name: Resolution GW.pdf type: application/pdf size: 88645 bytes
File 2	name: Combined Letters.pdf type: application/pdf size: 443897 bytes
File 3	31_9.23.pdf
File 4	31_9.24.pdf



**REQUEST FOR PROPOSALS
For Consultant Services**

Greenwood Connected

Planning Sustainable Places Program

**Requested by
The Mid-America Regional Council**

January 3, 2023

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REQUEST FOR PROPOSALS

A. PURPOSE AND INTRODUCTION

The Mid-America Regional Council (MARC) seeks consulting services to complete the Greenwood Connected plan for the City of Greenwood, Missouri.

The PSP Program provides local governments with financial support to advance detailed local planning and project development activities in support of *Creating Sustainable Places, Connected KC 2050's* Activity Centers and Corridors framework, and the Mid-America Regional Council's adopted policy statement on regional land use direction. This project is one of 15 across the region chosen for funding through the Planning Sustainable Places Program.

B. CREATING SUSTAINABLE PLACES INITIATIVE

In October 2010, a consortium of more than 60 regional partners, led by the Mid-America Regional Council, received a \$4.25 million planning grant from the U.S. Department of Housing and Urban Development to advance the implementation of the Regional Plan for Sustainable Development, [Creating Sustainable Places](#).

Creating Sustainable Places is not only a regional vision and plan to guide how we grow and develop, but a strategy for moving our communities from planning to action. This strategy includes the following steps:

- Organizing for Success – Building on the region's strong track record of collaboration to provide leadership, coordinate outreach and education activities, broaden public understanding of and involvement in sustainability issues, and strengthen stakeholder capacity to address them.
- Enhancing Decision Making – Developing new tools, policies and practices necessary to make sound investments and accelerate sustainable development.
- Demonstrating New Models – Applying these new tools to key corridors and activity centers through demonstration projects that can help transform the ways neighborhoods and communities grow and develop.

The 2013 Planning Sustainable Places Program (PSP) combined funds dedicated to the demonstration projects component of Creating Sustainable Places and the Livable Communities Surface Transportation/Bridge Program awards to provide local governments with financial support to advance detailed local planning and project development activities. The program received 37 applications and funded 18 projects.

The 2015, 2017, 2019 and 2021 Planning Sustainable Places Programs (PSP) were funded solely through the Livable Communities Surface Transportation Program and thus funding was only available to jurisdictions and other government entities within the eight county MARC metropolitan planning organization boundary. In 2015, the program received 27 applications and funded 13 projects. In 2017, the program received 36 applications and funded 25 projects. In 2019, the program received 24 applications and funded 12 projects. In 2021, the program received 30 applications and funded 14 projects.

The Creating Sustainable Places Initiative and the region's long-range plan, *Connected KC 2050 (CKC 2050)* outline a need to focus efforts on promoting concepts consistent with

sustainable communities and place a focus on advancing site specific and project specific activities in support of these objectives. Projects awarded funding will be consistent with those goals.

The 2023 Planning Sustainable Places program will continue to serve as a single local government assistance program intended to specifically respond to these goals and facilitate the following objectives:

Program Objectives:

- Support the development and implementation of local activity center plans consistent with Creating Sustainable Places principles, identified regional activity centers, and the land use policy direction outlined in *Connected KC 2050*.
- Support localized public engagement and community consensus building.
- Support the identification and conceptualization of land use strategies, transportation projects, and related sustainable development initiatives that help to realize and advance the objectives identified in the Creating Sustainable Places initiative, *Connected KC 2050*, and the MARC Board’s adopted policy statement on regional land use direction.
- Support the conceptualization, development, and implementation of Creating Sustainable Places projects.

Additional information about the [Planning Sustainable Places](#) program and the [Creating Sustainable Places](#) initiative can be found on the MARC website, www.marc.org .

The focus of this request for proposals (RFP) is to create a Sustainable Places Plan that addresses the following key priorities for the City of Greenwood, Missouri:

- **Determine Best Path of Trail for Greenwood Connector**
- **Downtown / Main Street Study**
 - **Allendale Lake Rd to 150 Bridge over Big Creek**
 - **Walkability / Pedestrian Improvements Focus**
- **Opportunity Analysis, Needs Assessment**

C. PROJECT BACKGROUND

There are two primary goals of the Greenwood Connected project. The first goal is to plan for and engage the community on the alignment of the Rock Island Trail through the City of Greenwood. The second goal is to plan a range of improvements for downtown Greenwood, including better walkability, economic vitality, placemaking, stormwater improvements, safety improvements, and more as determined by the study. The southern expansion of the Rock Island Trail creates an opportunity to dovetail these goals into one planning exercise and possibly one construction project. The City of Greenwood desires to create more connectivity between neighborhoods and Downtown Greenwood, including the Elementary School. In addition, missing sidewalks, lack of traffic control, limited parking, and lack of curb and gutter contribute to a less than ideal visitor experience. Improving Downtown Greenwood will create an opportunity for economic development in preparation for the expansion of the Rock Island Trail

into Greenwood. This project will be a direct partnership between Greenwood and Jackson County.

D. SCOPE OF SERVICES

Project Overview

This project is a partnership between the City of Greenwood and Jackson County. The Greenwood Connected Plan has two primary goals. First, the community should be engaged to determine the alignment of the Rock Island Trail through the City of Greenwood. Second, this engagement effort should also assist in planning a range of improvements to downtown Greenwood.

Context and Plan Review

The consultant should review relevant plans and studies to prepare the Greenwood connected plan, including the City of Greenwood Comprehensive Plan, Greenwood Stormwater Study, Rock Island Trail Creating Sustainable Places Study, Main Street Traffic Study, Osawatomie's Oz Commons Plan, Louisburg Master Trail Plan, Great American Rail-Trail Economic Impact Study, and the GAP Economic Study.

Deliverables: existing plan review

Public Engagement and Stakeholder Coordination

A robust and equitable public engagement process is required to meet the needs of Greenwood and the requirements of the Planning Sustainable Places program. Vital stakeholders for this project include Greenwood residents, local businesses, houses of worship, Greenwood Elementary School, the Planning Commission, and the Parks and Recreation Board.

The public should be engaged to determine the route alignment for the Rock Island Trail and potential downtown improvements. This work should include at least one public forum for residents to review potential recommendations. The consultant and project staff will work together to determine the best public engagement and stakeholder strategy for the project.

Deliverables: stakeholder engagement plan, public engagement plan, meeting schedule, meeting materials, presentation of final plan to Greenwood Board of Alderman.

Infrastructure Planning

The Greenwood Connected Plan will identify possible alignment routes for the Rock Island Trail. Additionally, it will provide prioritized recommendations for downtown Greenwood that would increase walkability and economic vitality including sidewalk improvements, roadway safety improvements, and parking optimization. These recommendations should be driven by resident input but grounded in best planning and engineering practices. Additionally, the infrastructure recommendations should be coordinated with the ARPA funded stormwater study to maximize the improvements achieved by both plans.

Deliverables: conceptual designs for Rock Island Trail alignment and downtown improvements

Greenwood Connected

Greenwood Connected will plan improvements to downtown Greenwood and alignment of the Rock Island Trail to improve walkability, economic vitality, and tourism in Greenwood. This plan will be presented to and adopted by the Greenwood Board of Alderman.

Deliverables: final Greenwood Connected Plan

E. STUDY SCHEDULE

Milestone	Date
RFP Released	January 3, 2023
Pre-Bid Workshop	January 11, 2023, 10 am CST
Questions Due	January 18, 2023, noon CST
Q&A Posted	January 20, 2023, EOB
Proposals Due	January 27, 2023, 3 pm CST
Review of Proposals	January 30 – February 8, 2023
Interviews	Week of February 27, 2023
Negotiate Scope	March 6 – 10, 2023
MARC Board Authorization	March 27, 2023
Execute Contract	March 28 – April 7, 2023
Notice to Proceed	Within two weeks after receipt of signed contract
Kickoff / Visioning / Scoping Meeting	May 1-12
Field Visit	Late May
Public Meeting #1	Early June
Public Meeting #2 (if possible, with budget)	Late June
Final Recommendations	July

F. PROPOSAL SUBMITTAL REQUIREMENTS

To be eligible for consideration, **one electronic** copy of the response to the RFP must be received by the Mid-America Regional Council no later than 3:00 pm CDT, on **January 27, 2023**. Late submittals will not be considered and will be returned to submitter unopened. The font should not be smaller than 12 point. Covers, cover letter (single page max) and table of contents are not included in the 6-page limit. Further details regarding page counts follow:

Item	Page Requirements
1. Proposed Project Approach	Six single letter sized pages total for items 1 and 2. Two to three pages of the six must detail the public engagement process.
2. Proposed Public Engagement Strategies	
3. Qualifications	Item 3 not included in the page count for items 1 and 2. Three single sided pages or their equivalent max for narrative of qualifications. Three additional single pages total for resumes. Listing of relevant work within last 5 years not to exceed three pages.
4. Disadvantaged Business Enterprise (DBE) Goal	Not included in proposal page count.
5. Affirmative Action Checklist	Not included in proposal page count.
6. Certificate Regarding Debarment	Not included in proposal page count.

If mailing a flash drive or CD/DVD, the envelope should be addressed to:

Mid-America Regional Council
Attn: Beth Dawson
600 Broadway, Suite 200
Kansas City, MO 64105
Fax: 816-421-7758

If emailing your submission, please email to Beth Dawson at bdawson@marc.org. If you email the file it is your responsibility to ensure that the proposal has been received and not blocked by a spam filter or rejected due to file size. To confirm receipt of the file, contact Beth Dawson at bdawson@marc.org or 816.701.8325 prior to 3:00 pm CST, on **Friday, January 27, 2023**.

Questions should be directed to Beth Dawson at bdawson@marc.org and 816-701-8325. DO NOT CONTACT THE CITY OF GREENWOOD, MISSOURI REGARDING THIS REQUEST FOR QUALIFICATIONS, YOU WILL BE DIRECTED TO BETH DAWSON.

All questions must be received by noon CST on January 18, 2023. All questions will be posted to a Question and Answer page on the MARC website by close of business on January 20, 2023. A link to that page will be posted on the RFP page, <https://www.marc.org/about-marc/funding-and-rfps>.

The following items must be addressed in all proposals:

1. **PROPOSED PROJECT APPROACH:** Responses should include a proposed approach to the project that includes the proposer's understanding of the project's objectives and local context, tentative schedule for project completion, a description of your approach to each of the tasks listed in Section D, description of all project deliverables and tentative public engagement process. Please provide your staff capacity for meeting the project requirements. Identify the key team members who are likely to be assigned to this contract if your proposal is selected along with a description of their roles and responsibilities. State approximate date your business/firm is available to begin work on the Project. Provide a list of subcontractors to be included on the consultant team, along with a brief description of their qualifications and services they are likely to perform.
2. **PROPOSED PUBLIC ENGAGEMENT STRATEGIES:** Responses should include a proposed approach to public outreach and engagement including process, meetings, tools and techniques to be utilized for engaging the community and key stakeholders in this project.
3. **QUALIFICATIONS:** Proposals should indicate general and specific qualifications of the proposer in disciplines appropriate to this project and specifically convey the role of the proposer in each case cited. An emphasis and priority in evaluation will be placed on firms with qualifications and experience that have resulted in successful implementation of comparable projects. A brief narrative (three pages maximum) may also be included regarding the firm's capabilities to carry out this project, including special assets, areas of expertise, analytical tools, data sources, etc. to which the firm may have access.

Proposals shall also include:

- a. A listing and summary of similar projects undertaken within the last five (5) years, by proposing firm and/or its subcontractors, showing contract amounts, description of work performed, client contact persons, phone numbers, and e-mail addresses (3 single pages maximum);

- b. Resumes of key professional staff who will be assigned to this project (3 single pages maximum);
 - c. Description of the existing and anticipated workload of individuals assigned to this project during the period of this study. Any reassignment of designated key staff shall not occur without mutual consultation and the consent of the Mid-America Regional Council and the City of Greenwood, Missouri.
 - d. References. (3 – 4 including contact name, phone number and email address)
4. **DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL:** Studies funded in part by USDOT are required to follow 49 CFR part 26 Disadvantage Business Enterprise Program (DBE). The proposed study has a minimum DBE goal of 22%. Please state what percentage of the project will be completed by DBE.
 5. **AFFIRMATIVE ACTION CHECKLIST:** If applicable, proposers must complete and enclose with their proposal company's Affirmative Action Plan (see Attachment B Affirmative Action Checklist). Required for all contractors, primary or sub, who have 50 or more employees. If you have 49 or less employees, then please note this requirement doesn't apply to your firm.
 6. **CERTIFICATION REGARDING DEBARMENT:** Each proposer is required to certify by signing the "Certification Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion" (Attachment C). "Certification Regarding Debarment, Suspension, and Other Ineligibility and Voluntary Exclusion" is a certification that the proposer is not on the U.S. Comptroller General's Consolidated Lists of Persons or Firms Currently Debarred for Violations of Various Contracts Incorporating Labor Standards Provisions. Required of primary only.
 7. **CERTIFICATION REGARDING LOBBYING:** See Attachment D. Required for primary only.

G. SELECTION PROCEDURE

The review committee shall adhere, as closely as possible, to the following review schedule. The sponsor reserves the sole right to change this review schedule to meet the needs of the review committee.

Milestone	Date
RFP Released	January 3, 2023
Pre-Bid Workshop	January 11, 2023, 10 am CST
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MARC Board Authorization	March 27, 2023
Execute Contract	March 28 – April 7, 2023
Notice to Proceed	Within two weeks after receipt of signed contract

Review will be conducted by a committee made up of representatives from Mid-America Regional Council and representatives selected by the City of Greenwood, Missouri. Interviews will take place with short-listed firms.

H. PROPOSAL EVALUATION CRITERIA

The proposals submitted by each Contractor, Firm, or Contractor Team, will be evaluated by the selection committee according to the following criteria:

- Experience on similar projects [30%];
- Approach to community engagement [30%];
- Project understanding [15%];
- Project approach and solutions to critical issues [15%];
- Experience and availability of key personnel [10%];

I. PRE-PROPOSAL MEETING AND QUESTION SUBMITTAL

MARC will host a hybrid pre-proposal meeting for all interested consultant teams to ask questions and gain clarity around any elements or requirements of this RFP.

When: Wednesday, January 11, 2023, at 10 am
Where: Mid America Regional Council, Board Room
600 Broadway, Ste. 200
Kansas City, Mo. 64105

[insert link for webinar registration]

All questions/requests for clarifications must be submitted in writing to MARC by **January 18 2023 at noon CST.**

Please submit questions in writing to **Beth Dawson** at bdawson@marc.org.

MARC will post all questions, answers and clarifications to <https://www.marc.org/about-marc/funding-and-rfps>.

J. CONTRACT AWARD

From the firms expressing interest, a committee will review the submittals and rank the firms. Short listed firms will be notified to schedule an interview.

The remaining firms will be notified by letter after the agreement is approved by the Board.

Awarding of the final contract is subject to the acceptance of the grant by the MARC Board and a signed funding agreement between the City of Greenwood, Missouri and MARC.

K. PROJECT BUDGET

The award of this contract will be based on a **qualifications-based selection process** that may include in-person interviews followed by the successful negotiation of costs and fees. The selected firm should be prepared to provide cost and fee information within two days of their notification of selection for negotiation. If the City cannot come to an agreement with the first

choice firm on costs and fees, then the City may choose to terminate those negotiations and begin negotiations with the second firm on the scoring list or terminate all negotiations and issue another RFP for these services at a later date. The budget maximum is \$40,250.

L. PERIOD OF PERFORMANCE: End date of August 15, 2023.

Both the project budget and the period of performance are subject to change based on the availability of funds or other unforeseen events or activities.

ATTACHMENT A
SUMMARY OF ATTACHMENTS

1. Complete the AFFIRMATIVE ACTION CHECKLIST Attachment B.

2. Complete the CERTIFICATION REGARDING LOBBYING Attachment C.

3. Complete the CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION Attachment D.

ATTACHMENT B

AFFIRMATIVE ACTION CHECKLIST

Federal regulations require that any firm of 50 or more employees soliciting an assisted federally funded contract must have an affirmative action program. If applicable, please provide a brief response to the following items that would typically be covered in any such program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted
2. Name of Affirmative Action Officer
3. Statement of commitment to affirmative action by the chief executive officer
4. Designation of an affirmative action officer, of assignment of specific responsibilities and to whom the officer reports.
5. Outreach recruitment
6. Job analysis and restructuring to meet affirmative action goals
7. Validation and revision of examinations, educational requirements, and any other screening requirements.
8. Upgrading and training programs
9. Internal complaint procedure
10. Initiating and insuring supervisory compliance with affirmative action program
11. Survey and analysis of entire staff by department and job classification and progress report system
12. Recruitment and promotion plans (including goals and time tables)

ATTACHMENT C

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This Certification is required by the regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The Regulations are published as Part II of the June 1985, Federal Register (pages 33, 036-33, 043)

Read instructions for Certification below prior to completing this certification.

1. The prospective proposer certifies, by submission of this proposal that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this transaction by any Federal department or agency.
2. Where the prospective proposer is unable to certify to any of the statements in this certification, such prospective proposer shall attach an explanation to this proposal.

Date Signed – Authorized Representative

Title of Authorized Representative

Instructions for Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion:

1. By signing and submitting this agreement, the proposer is providing the certification as set below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

ATTACHMENT D

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersign, to any person influencing or attempting to influence an officer or employee of a federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for attempting to influence an officer or employee of any federal agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal or Federally assisted contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents of all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 32, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(Name of Entity)

(Name and Title of Authorized Official)

(Signature of above Official) (Date)