

**METROPOLITAN PLANNING ORGANIZATION**  
**REQUEST FOR PROPOSALS**  
“ANNUAL CONTRACT FOR GENERAL PLANNING CONSULTANT SERVICES”  
LEE COUNTY METROPOLITAN PLANNING ORGANIZATION

**LEGAL NOTICE**

Proposals for this service must be received by the Lee County Metropolitan Planning Organization (MPO), via e-mail at [cbarraco@leempo.com](mailto:cbarraco@leempo.com), hand delivery at 815 Nicholas Parkway E., Cape Coral, Florida 33990, or via mail at P. O. Box 150045, Cape Coral FL 33915, by 3:00 p.m. (local time), Thursday, April 21, 2022. Lee County MPO reserves the right to reject any or all proposals.

**RFP # MPO 2022-GP1**

**SCOPE OF SERVICES:** The Lee County MPO is soliciting responses to this request for proposal, which is issued for the purpose of selecting one or more consulting firms to be retained under a two-year contract, with a one-year renewal option. The firms shall be responsible for knowledge of the compliance with all relevant local, state, and federal laws and regulations, and shall be capable of providing some or all of the types of transportation planning and engineering services described in the scope of services. The general planning work may include, but not be limited to, financial resource forecasting and revenue projections, public involvement, corridor and small area studies, goods movement studies, traffic engineering studies, ITS needs assessment, project cost estimation, land use modeling, GIS assistance, long range transportation planning and modeling, transit authority formation studies, and other miscellaneous studies as directed. Proposals must specify which of the services identified in the scope of services the firm or team is proposing to provide.

This scope of services was written by the Lee County MPO to be used on tasks provided by the MPOs in FDOT District One (Collier, Charlotte, Heartland, Sarasota/Manatee or Polk MPOs) and Lee Tran. The Scope of Services can be found here: [www.leempo.com/wp-content/uploads/Exhibit-A-Scope-of-Services.pdf](http://www.leempo.com/wp-content/uploads/Exhibit-A-Scope-of-Services.pdf)

**INVITATION TO PROPOSE:** The MPO hereby solicits proposals for selection as on-call consultant for planning services to the Lee County MPO to meet the needs of the transportation planning program.

**REQUEST FOR PROPOSALS (RFP) INFORMATION AND INSTRUCTION/ HOW TO APPLY:** A Request for Proposals document may be obtained by contacting, in writing, Ms. Calandra Barraco, Lee MPO Designee, 815 Nicholas Parkway E., Cape Coral, Florida 33990, phone: (239) 330-2243 or by email: [cbarraco@leempo.com](mailto:cbarraco@leempo.com). The RFP Packet can also be found here: [www.leempo.com/work-with-us/](http://www.leempo.com/work-with-us/) Materials will be sent by regular mail to the requester within two business days. Materials will be sent FedEx or Certified Mail if requested, at the expense of the requestor. All requests for clarification or additional information on the RFP must be submitted in writing to the same e-mail address above by no later than 3:00 p.m. April 7, 2022. Proposals must then be received by the Lee County MPO, 815 Nicholas Parkway E., Cape Coral, Florida 33990, by 3:00 p.m. (local time), Thursday, April 21, 2022.

This public notice was posted in the lobby of the offices of the Lee County MPO, 815 Nicholas Parkway E., Cape Coral, Florida 33915, on Thursday March 24, 2022. The Lee County MPO does not discriminate based on age, race, color, sex, religion, national origin, disability or family status. Qualified minority-owned, women-owned or disadvantaged business enterprises are encouraged to apply.