

REQUEST FOR QUALIFICATIONS

KYOVA Interstate Planning Commission

WV 152 Safety Study

September 1, 2026

OVERVIEW

The KYOVA Interstate Planning Commission is seeking a qualified consulting firm using one contract to develop a WV 152 Safety Study in Wayne County, WV. The Consultant is expected to select a team with the expertise and experience to successfully develop a study to evaluate existing conditions and recommend safety improvements along the WV 152 corridor near German Ridge Road.

The Consultant will be required to assess safety, operational performance and mobility at the intersection and nearby corridors and determine the best approach to meet those needs. The Consultant will refine the scope of services and develop a project milestone schedule based on review and discussion with the KYOVA Interstate Planning Commission and stakeholders from the Wayne County Commission. A Steering Committee will be formed to include the Wayne County Commission, KYOVA staff and other stakeholders determined to be impacted by the study. The Consultant must be available to meet with the Steering Committee periodically for updates and input. The Consultant will provide written and oral communications, as requested, to KYOVA, and the other stakeholders to communicate the findings of the studies.

KYOVA desires to accomplish the work activities mentioned above using a single contract with one (1) qualified consulting firm. Use of subcontractors and independent contractors is encouraged if the Consultant does not possess adequate expertise to complete one or more of these tasks. Procurement of said services shall be made in accordance with Chapter 5G-1-3 of the West Virginia State Code. Contracts are to be awarded on a lump-sum/fixed fee basis.

PROPOSED SCOPE OF SERVICES

The following represents the scope of services but is not limited to this for the WV 152 Safety Study that KYOVA Interstate Planning Commission will be undertaking during FY 2027. The Consultant selected to complete the contract must assure KYOVA that the final scope of services meets all current planning requirements. Any areas that go beyond this outlined scope of services should be identified and brought to KYOVA's attention.

Tasks may include but are not limited to, the following:

- Develop conceptual design alternatives to improve safety and operations on WV 152 at German Ridge Road and nearby corridors
- Evaluate the surrounding roadway corridors to identify operational, safety, and mobility deficiencies and recommend improvements.
- Analyze traffic operations, congestion, access management, multimodal accommodations, and overall intersection and corridor performance.
- Conduct safety analyses using available crash data and field observations to identify contributing factors and potential countermeasures.

- Coordinate with the Wayne County Commission, West Virginia Division of Highways (WVDOH), emergency services, local officials, and other stakeholders to identify transportation needs and concerns.
- Develop and evaluate improvement alternatives, including conceptual layouts where appropriate.
- Prioritize recommended improvements based on safety benefits, operational effectiveness, constructability, and cost.
- Prepare planning-level cost estimates for the recommended improvements.
- Identify potential implementation strategies and possible funding opportunities.

The consultant will produce a final WV 152 Safety Study and Executive Summary and will provide KYOVA with data developed as part of the study. Tasks throughout the project will include public and stakeholder meetings and presentations for the KYOVA TAC and Policy meetings.

PROJECT MANAGEMENT AND ADMINISTRATION

The Consultant will develop a schedule of activities that includes the team members, milestones, and deliverables. It is also requested that the Consultant prepare a regular progress report describing project efforts, current issues and the milestone and activities. Telephone conference calls will be required on a regular basis to provide KYOVA staff with status updates of the project. Other avenues of communication from the Consultant may include: email, telephone calls, and face-to-face meetings with KYOVA staff, and others involved in the project.

PROJECT SCHEDULE:

The activities shall be completed on or before June 30, 2027.

WV 152 Safety Study Activity Schedule	Due Date
Advertisement for Consultant Services	September 1, 2026
Submission Deadline by Consultants	September 18, 2026
Complete Review Period of Qualifications	October 2, 2026
Short Listing of Selected Firms	October 7, 2026
Virtual Interview and Evaluation of Consultant (if needed)	October 22, 2026
Award Contract	October 26, 2026
Project Complete	June 30, 2027

*Please contact KYOVA directly for any questions about the RFQ or the project.

PLEASE NOTE: This schedule is not to be considered a legal contract and may change at KYOVA's discretion.

CONSULTANT QUALIFICATIONS:

The Consultant must possess the following but not be limited to experience with planning studies addressing safety, mobility, connectivity, and traffic analysis.

Disadvantaged Business Enterprise (DBE) Goal

DBE not required.

Suspended or Debarred Firms

Firms included on the current Federal list of firms suspended or debarred are not eligible for selection.

Selection Procedures

The requirements for the submission that will be used to select the consultant are shown below.

Firms interested in being considered for selection should respond by submitting an electronic copy of your qualifications to ssalameh@kyovaipc.org by close of business on Friday, September 18, 2026. The subject line should read – KYOVA WV 152 Safety Study – (Name of Firm Applying)

Responses not received by close of business on the response due date will not be considered.

Requirements for Submission

Provide the information requested in the Proposal Content as shown below, in the same order listed along with a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material. **It must be made clear who the primary point of contact is for your submission, and contact information including phone number, email address, and mailing address for that person must be listed. Failure to include this information will result in your firm not being considered for the project.**

Proposal Content

1. A list of key staff members, including the Project Manager. Include a breakout of project engineers, technicians, and other staff members responsible for the project. Also, indicate the number of each personnel available for assignment to this project.
2. A representative listing of projects similar to the proposed project performed by the firm and cut sheets for comparable projects if they are available.
3. A list of the firm's present workload relative to capacity and availability to provide the requested services.
4. A list of significant subconsultants, their current prequalification categories and the percentage of work to be performed by each. Also, include the key subconsultant staff members to be assigned to the project.
5. The location of the primary office where most of the work will be performed.

All submissions will be evaluated and scored by a selection committee and a final choice will be made. The project information can be viewed on the KYOVA website and an advertisement can be found in the local newspaper – the Herald-Dispatch.

Questions regarding this request should be directed to Chris Chiles, Executive Director or Saleem A. Salameh P.E., Deputy Executive Director/Technical Study Director at 304.523.7434. E-mail requests may be sent to ssalameh@kyovaipc.org