

CITY OF DOUGLAS, ARIZONA

REQUEST FOR QUALIFICATIONS (RFQ)

Safe Streets for All Safety Action Plan & Complete Street Study Consultants

ISSUED: January 12, 2026

PROPOSAL DUE DATE: February 04, 2026, at 3:00 p.m.

INTRODUCTION

The City of Douglas, Arizona, is soliciting Request for Qualifications (RFQ) from qualified consulting firms to provide professional services for two critical initiatives:

1. **Safe Streets for All (SS4A)** – Development of a Comprehensive Safety Action Plan (CSAP) for the City of Douglas. (COD)
2. **Complete Street Study** – Evaluation and planning to improve multimodal transportation infrastructure, including streets, sidewalks, bicycle facilities, and ADA-compliant accessibility on the streets listed in the RAISE Grant.

These projects are funded through the Safe Streets for All Federal Grant Program. The timeline for these studies requires all deliverables to be completed by December 2026.

The COD seeks a **data-driven, community-informed, and implementable plan** that prioritizes roadway safety, accessibility, and equity.

SS4A Grant Priorities

1. Promote safety to prevent death and serious injuries on public roadways
 2. Employ low-cost, high-impact strategies that can improve safety over a wide geographic area
 3. Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities
 4. Incorporate evidence-based projects and strategies and adopt innovative technologies and strategies
 5. Demonstrate engagement with a variety of public and private stakeholders
 6. Align with the Department’s mission and Strategic Goals such as safety; climate change and sustainability; equity and Justice40; and workforce development, job quality, and wealth creation
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BACKGROUND

Douglas, Arizona, is a border city in Cochise County with approximately 16,534 residents. Founded in 1901 as a copper smelter site, Douglas developed through mining, ranching, and railroad industries. Today, the Raul Hector Castro Land Port of Entry serves as a major economic driver, facilitating the movement of pedestrians, commercial trucks, and personal vehicles across the U.S.-Mexico border.

Douglas is entering a new era of economic expansion with the two federally funded Port of Entry projects known as the Two Port Solution: 1. The new Commercial Land Port of Entry is approximately 4.5 miles west of the existing Douglas Port of Entry, currently under construction and dedicated to truck traffic and 2. The new Raul H. Castro Port of Entry that will handle all pedestrian and private vehicles, tourism, commuters, bikes, and daily student crossings, scheduled to start construction in 2026.

The City of Douglas has obtained a Safe Streets For All (SS4A) Grant and a RAISE Grant that will focus on specific improvements to selected streets. The RAISE Grant will be administered entirely by ADOT and will work in conjunction with the Complete Streets Study of the selected streets identified in the RAISE grant application. The RAISE Grant application, as well as other informative documents, can be found in the appendix below.

Transportation and Safety Challenges:

- **High-risk safety conditions:** Cochise County has a traffic fatality rate of 18.65 (2017–2021 FARS data).
- **Equity considerations:** About 23.35% of the population lives in disadvantaged census tracts.
- **Traffic and pedestrian challenges:** Over 776,000 pedestrian crossings and 27,000 commercial truck crossings were recorded in 2023, with 1.5 million personal vehicle crossings.
- **Infrastructure gaps:** Approximately 37 miles of city streets lack sidewalks or curbs, creating scattered safety vulnerabilities, particularly in residential neighborhoods.
- **Recent safety incidents:** Several pedestrian and cyclist fatalities underscore the urgent need for a comprehensive safety plan.

The City of Douglas seeks to develop a **comprehensive, equity-focused safety action plan and street study** to guide investments, reduce fatalities and serious injuries, and enhance multimodal mobility for all users.

SCOPE OF SERVICES

Part 1: Safety Action Plan

The selected consultant shall support the City in the development of a **Comprehensive Safety Action Plan (CSAP)** consistent with federal Safe Streets and Roads for All (SS4A) requirements. Services shall include, but are not limited to, the following components:

- 1. Leadership Commitment and Goal Setting** - Support an official public commitment establishing measurable goals and timelines toward eliminating roadway fatalities and serious injuries.
- 2. Planning Structure** - Establish and support a committee or task force to oversee Action Plan development, implementation, and ongoing monitoring.
- 3. Safety Analysis** - Analyze crash data and roadway conditions to identify high-risk locations, contributing factors, and systemic safety needs.
- 4. Engagement and Collaboration** - Conduct inclusive public and stakeholder engagement and coordinate with overlapping jurisdictions and partner agencies.
- 5. Equity Considerations** - Identify underserved communities and evaluate equity impacts of proposed strategies using data-driven analysis.
- 6. Policy and Process Changes** - Review existing policies and standards and recommend changes to better prioritize transportation safety.
- 7. Strategy and Project Selection** - Identify and prioritize data-driven safety projects and strategies using a Safe System Approach.
- 8. Progress and Transparency** - Establish performance measures and reporting methods to track progress and ensure ongoing public transparency.

Part 2: Complete Street Study

The selected consultant will conduct a **Complete Street Study** to improve multimodal transportation infrastructure on the following streets: G Avenue, Chino Road, F Avenue, Pan American, 3rd Street, 10th Street, Washington Avenue (within city limits), and 1st Street.

The Complete Street Study for the above named streets must be completed by December 2026.

Scope includes:

- 1. Data Collection and Analysis** - Assess existing street network conditions, traffic volumes, multimodal connectivity, and ADA accessibility. - Identify gaps in pedestrian, bicycle, and vehicular infrastructure. - Evaluate potential improvements for safety, accessibility, and mobility.

2. Public Engagement - Develop an inclusive engagement plan to gather input from residents, schools, businesses, and stakeholders. - Conduct meetings, open houses, and surveys to identify community priorities.

3. Design Recommendations - Develop feasible, high-impact, cost-effective street and intersection improvements. - Provide prioritization based on safety, equity, and potential impact. - Include ADA-compliant recommendations integrated with existing City plans.

4. Final Study Deliverables - Submit draft and final Complete Street Study, including recommendations, maps, and cost estimates. - Deliverables must align with City objectives and provide actionable guidance.

PROPOSAL REQUIREMENTS

Proposals should include the following sections:

1. **Cover Letter & Submission Checklist** – Identify principal contact and office managing the project.
2. **Firm Qualifications & Experience** – Highlight prior work with SS4A, Complete Streets, ADA compliance, and multimodal projects.
3. **Project Team** – Include resumes, qualifications, certifications, and availability.
4. **Project Understanding & Approach** – Methodology for data collection, engagement, analysis, and plan development.
5. **Community Engagement & Equity Approach** – Strategies for engaging diverse populations and stakeholders.
6. **Quality Assurance & Compliance** – Procedures for compliance with federal requirements and internal QA/QC.
7. **Schedule & Availability** – Confirm ability to meet tight timelines.
8. **References** – Provide at least three recent client references.
9. **Other Required Information** – Proof of insurance and other relevant documents.

SUBMISSION INSTRUCTIONS

- Submit as a single PDF titled:
“RFQ – Safe Streets for All Safety Action Plan & Complete Street Study”
- Email to: Rene Rios, Procurement Specialist at rene.rios@douglasaz.gov and cc: Alma Andrade, City Clerk at alma.andrade@douglasaz.gov
- Submission deadline: February 4, 2026
- Late submissions will not be considered.

Questions must be submitted to Rene Rios by January 19, with responses provided via email.

SELECTION PROCESS

- Evaluation based on firm qualifications, project team, understanding & approach, community engagement, quality assurance, and references.
 - Shortlisted firms may be invited for interviews.
 - Final selection based on overall qualifications, project approach, and ability to meet project objectives and tight timelines.
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ANTICIPATED SCHEDULE

Milestone	Date
RFQ Issued	Jan. 12, 2026 & Jan. 14, 2026
Pre-Proposal Meeting (Teams)	Jan.17, 2026
Deadline for Questions	Jan. 19, 2026
Proposals Due	Feb. 04, 2026
Selection & Recommendation	Feb. 10, 2026
Contract Award	Feb. 11, 2026
Notice to Proceed	Feb. 12, 2026

GENERAL TERMS AND CONDITIONS

1. The City reserves the right to reject any or all proposals.
2. All proposals become property of the City.
3. Consultants bear all costs associated with proposal preparation.
4. Compliance with federal, state, and local regulations is required.
5. The City may terminate contracts for cause or non-appropriation of funds.
6. Alternate proposals will not be considered unless justified as an unintentional factual mistake.

Attachment A – Proposer Submission Checklist

- Cover Letter & Submission Checklist
- Firm Qualifications & Experience
- Project Team
- Project Understanding & Approach
- Community Engagement & Equity Approach
- Quality Assurance & Compliance
- Schedule & Availability
- References
- Proof of Insurance
- Other Required Information
- Electronic Submission
- Deadline Confirmation

Attachment B – Evaluation Scoring Sheet

Evaluation Criteria	Weight	Score (0–5)	= Total
Firm Qualifications & Relevant Experience (Demonstrated experience in SS4A, Complete Streets, ADA compliance, and federally funded projects.)	25		
Project Team & Key Personnel (Qualifications, roles, and availability of key staff.)	25		
Project Understanding & Approach (Understanding of Douglas’ safety and accessibility challenges. Methodology clarity and feasibility.)	20		
Community Engagement & Equity (Strategies for inclusive engagement, bilingual outreach, and experience with underrepresented populations.)	20		
Quality Assurance & Compliance (Compliance with SS4A, ADA/PROWAG, Title VI, and other applicable regulations. Internal QA/QC processes.)	20		
References & Past Performance (Quality of references and prior successful collaboration with municipalities, agencies, and federal programs.)	10		

TOTAL SCORE (Maximum 600 points): _____, Scoring Guide: 0 = Does not meet requirements; 1 = Poor; 2 = Fair; 3 = Good; 4 = Very Good; 5 = Excellent

Attachment C – Contractor Proposal

Please attach your proposal here.

Attachment D – Professional Services Agreement

Please review the terms and, if you agree, sign the professional services agreement and attach the signed document here.

[Click here to view document. \(download and sign\)](#)

Appendix

Exhibit A – Grant Terms & Conditions

[Click here to view document. \(# of pages 33\)](#)

Exhibit B – Notice of Funding Opportunity

[Click here to view document. \(# of pages 43\)](#)

Full action plan components can be found on pages 7 & 8

Exhibit C – RAISE Grant Application

[Click here to view document. \(# of pages 27\)](#)