

SCOPE OF WORK
For
Whispering Creek Extension Planning Study
Request for Qualifications (RFQ)

August 3, 2026

Introduction

SIMPCO is requesting qualifications from consulting firms to complete a planning study for approximately 950 acres of undeveloped land located near the U.S. 75 and U.S. 20 corridors. Increasing development interest within the area has highlighted the need to evaluate future transportation and sanitary & storm sewer infrastructure necessary to support anticipated residential, commercial, and light industrial development.

The purpose of this study is to establish a planning framework that will guide future growth, inform infrastructure investments, and support development within the study area.

Project Background

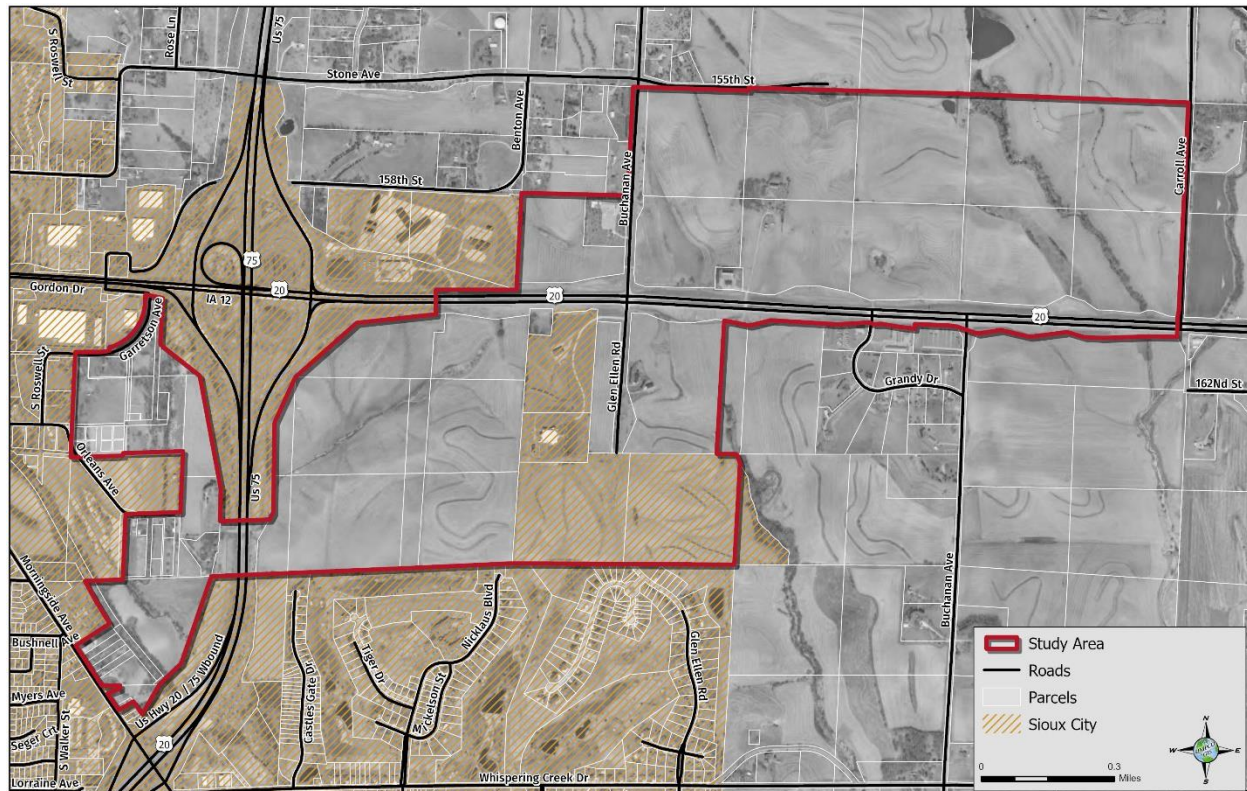
Development interest in the study area has continued to increase, creating a need to better understand how future growth can be supported in a coordinated and cost-effective manner.

The MPO recognizes that future development will require a well-connected street network and a sewer system capable of serving anticipated land uses. Prior to significant development occurring, the MPO desires to establish a future infrastructure plan that identifies opportunities, constraints, and implementation strategies for future public improvements.

This study is intended to provide planning-level recommendations and preliminary engineering concepts but is not expected to include detailed engineering design or construction documents.

Study Area

The study area consists of approximately 950 acres generally located near the interchange of U.S. 75 and U.S. 20, as shown in the map below.



Scope of Project/Work

The selected consultant will conduct a planning-level evaluation of future transportation and sewer infrastructure needed to support development within the study area. The study should identify opportunities and constraints, develop conceptual alternatives, and provide recommendations that can be used by the MPO to guide future planning, capital improvements, and development discussions.

The consultant is expected to coordinate with the SIMPCO staff and the project steering committee throughout the study process. Recommendations should consider anticipated land uses, future development patterns, existing infrastructure, and implementation feasibility.

The final study should provide a clear framework for future decision-making and may include conceptual exhibits, planning-level cost considerations, implementation strategies, and recommended next steps.

Key Tasks (Not All-Inclusive)

The MPO encourages consultants to propose additional tasks they believe are necessary to meet the project goals. At a minimum, the scope should address the following:

Existing Conditions Assessment

- Review available planning documents, utility information, GIS data, development information, zoning, and land use considerations.
- Evaluate existing transportation and sewer infrastructure serving or adjacent to the study area.
- Identify opportunities and constraints affecting future development.

Transportation Connectivity Evaluation

- Evaluate potential street network configurations within the study area.
- Assess connectivity to Highway 20 and the existing local street network.
- Identify opportunities to improve access, mobility, and connectivity while supporting future development.
- Develop conceptual transportation network alternatives and recommendations.

Sanitary & Storm Sewer Planning

- Evaluate anticipated sewer service needs based on projected land uses and development patterns.
- Identify conceptual sewer service area and potential routing corridors.
- Evaluate future capacity needs and major infrastructure components required to serve the study area.
- Assess potential locations for lift stations and other system improvements, if warranted.
- Assess regional storm water retention needs.

Development and Infrastructure Framework

- Consider how transportation and sewer infrastructure may influence future development patterns.
- Identify logical phasing of infrastructure improvements to support future growth.
- Develop planning-level recommendations for implementation.

Stakeholder and Steering Committee Coordination

- Facilitate meetings with MPO staff and the project steering committee.
- Present findings, alternatives, and recommendations at key project milestones.
- Gather public input.

Final Plan

- Prepare a final report summarizing study findings, recommended transportation, sewer, and land use concepts, implementation and considerations, and suggested next steps for the MPO. The consultant shall also present the final plan to elected officials at a public meeting or other meeting designated by SIMPCO.

The above tasks are intended to provide general direction and are not intended to limit consultant recommendations regarding the scope necessary to accomplish the project objectives.

Submittal Requirements

Any questions regarding this RFQ should be submitted via email to ryan@simpco.org using the subject line "Whispering Creek Extension Planning Study". Any responses to questions will be made available to all submitted proposal agencies via email or phone call.

Responses to the RFQ must be received by Ryan Brauer as follows:

Due Date:	August 31, 2026
Time:	Prior to 5:00 p.m. CST
Deliver to:	Ryan Brauer, Regional Planner SIMPCO 6401 Gordon Dr Sioux City, IA 51106 ryan@simpco.org
Deliverable:	1 electronic (PDF) copy

Proposal Content

To standardize responses and simplify the comparison and evaluation of responses, all statements must be organized in the manner set forth below, separated into sections, and appropriately labeled. All information and materials requested shall be provided in the proposal under a single cover. Proposals shall not exceed 20 pages total. Proposals with cost estimates will not be considered.

Cover Letter

The full name and address of the firm's organization and the branch office that will perform the services described herein shall be stated. The Principal-in-Charge of the branch office shall be identified. Summarize the Consultants' interest in the project as well as identify the name and contact information of the designated Project Manager.

Technical Approach and Scope of Work

The responding firm shall state its understanding of the project as outlined in the Scope of Work. The approach in rendering the services required, including the use of subconsultants, shall be detailed in a proposed Scope of Services.

Company Profile(s)/Description

Provide a description of the team in as much detail as necessary to demonstrate the team's ability to carry out the scope of services as requested in this RFQ. Include a description for the prime and any sub-consultants that may be used for this effort.

Project Personnel

Qualifications of the project manager and personnel, including anticipated sub-consultants, with specialized skills shall be highlighted. A list of sub-consultants that will be used and the work they will perform. Provide an organizational chart of proposed team members. Resumes for all key personnel listed shall be included and show the following:

- Name, specialty, and job title
- Years of relevant experience with firm (and previous employers)
- Academic degree(s), discipline, and year degree(s) received
- Professional registrations
- Office location of Project Manager
- A synopsis of experience, training or other qualities that reflect the individual's related experience and expected contribution to the project.
- A brief history of professional certifications, registrations, and licenses that your firm / individuals hold that pertain to this project. If the firm or personnel have had their professional certification, registration, and / or license revoked, suspended, sanctioned please provide the dates and circumstances as a part of this response.

Past Performance

For each consultant, provide a maximum of three (3) examples of similar or related projects successfully completed within the last five years.

Project Approach

Provide a concise summary of the firm or team's approach to the project. If your proposal includes any variation to the proposed scope of work (reduced or additional services), please identify and provide justification for any modifications.

Project Schedule

Discuss the consultant's and anticipated sub-consultant's current workload and its ability to complete the project in a timely manner. Provide a proposed timeline for completing the deliverables.

Evaluation and Selection Process

Qualifications will be evaluated by a selection committee established by SIMPCO using the Selection Criteria in the table shown below, to identify the firm or firms best qualified to meet downtown's needs on this project. The firm(s) deemed best qualified by the selection committee may be invited for additional presentation and interviews. However, SIMPCO reserves the right to request interviews of any, all, or none of the consultants.

Item	Selection Criteria	Rating Ranges
1	Experience, Qualifications and Expertise Firm's experience with similar projects, qualifications and expertise of key personnel and subconsultants.	(0-10)
2	Capabilities and Resources Projects currently under contract involving equipment and key personnel that would also handle this project along with estimated time of completion. Availability and responsiveness of staff in local area.	(0-10)
3	Project Overview Convey your understanding of the project objectives. Identify major problems which you perceive at this time. Describe the overall approach you will use to overcome the problems and efficiently complete this project.	(0-45)
4	References Information on other organizations for which your firm has provided comparable consulting services.	(0-10)
5	Quality and Thoroughness of a Proposal	(0-10)
6	Additional Factors City experience and other related information.	(0-15)
TOTAL (100 pts max)		
ADDITIONAL COMMENTS		