

Thurston Regional Planning Council

**REQUEST FOR PROPOSALS (RFP)**  
**Bicycle Connectivity Strategy**

**PURPOSE**

Thurston Regional Planning Council (TRPC) seeks a qualified consultant to provide technical expertise and support in the development of a countywide, multi-jurisdictional Bicycle Connectivity Strategy (BCS) in Thurston County, Washington. The BCS will establish a practical long-term vision and implementation strategy for a regional bike network that equitably serves communities throughout Thurston County.

The BCS aims to improve bicycle connectivity between communities and to key regional destinations by advancing a network that is safe, convenient, continuous, and responsive to varying ages, abilities, and comfort levels. The BCS will support coordinated decision-making across jurisdictions and strengthen TRPC's and the jurisdiction's ability to invest federal, state, and local transportation funding in bicycle infrastructure that delivers measurable safety, access, and mobility benefits.

This Request for Proposals is open to qualified firms or individuals licensed and available to do business in Washington state. TRPC has a budget of up to \$100,000 for the services described in this RFP. All costs associated with proposal preparation and participation in the selection process shall be borne by the proposer.

**ABOUT TRPC AND THE THURSTON REGION**

TRPC is a 23-member council of governments representing local jurisdictions, tribal nations, and partner organizations across Thurston County. TRPC's mission is to provide visionary, collaborative leadership on regional plans, policies, and issues for the benefit of all Thurston region residents.

TRPC serves as the region's federally designated Metropolitan Planning Organization (MPO) and Transportation Management Area (TMA) as well as the state-designated Regional Transportation Planning Organization (RTPO). TRPC is responsible for coordinating regional transportation planning, programming federal transportation funds, and developing long-range transportation policies and plans.

The Thurston region is home to more than 300,000 residents and 155,000 jobs, with over 200,000 people residing in the Olympia–Lacey–Tumwater urban area. Continued population growth and increasing travel demand underscore the need for a transportation system that supports multiple modes of travel, including walking, rolling, bicycling, transit, and driving.

**PROJECT BACKGROUND**

**Current Conditions**

The existing countywide bicycle network consists of a growing mix of on-street and off-street facilities that support bicycle travel for a range of skill levels. The following figures summarize the current facilities, including total roadway mileage and the extent of dedicated and shared bicycle infrastructure.

- Total local roadway centerline miles: 1,958 miles
- Bike lanes: 116 miles
- Bike corridors/bicycle streets: 12 miles
- Shared-use trails: 62 miles

This project faces several real-world challenges, including:

- Limited funding to construct a bicycle network that meets local and regional needs
- Regional goals to reduce vehicle miles traveled and greenhouse gas emissions
- Project coordination across municipal boundaries
- The need for consistent bicycle facilities across the region’s communities
- Increased use of electric micromobility devices

### **Policy Foundations**

The BCS is a TRPC Transportation Work Program priority, funded by a federal Surface Transportation Block Grant.

The Thurston region *What Moves You: 2050 Regional Transportation Plan* (RTP) identifies a goal to “increase the share of trips made safely and conveniently by bicycling.” RTP Policy 11.a further directs the region to “develop a continuous, safe, and convenient regional bicycle network that functions as an integral part of the overall transportation system,” while Policy 11.g calls for supporting long-term regional strategies for funding bicycle facilities and services. Together, these establish the policy foundation for the BCS.

### **Project Purpose**

The purpose of the BCS is to translate regional goals and policies into an actionable, coordinated framework that supports bicycle planning, project development, and implementation across Thurston County. The BCS will establish a shared regional vision for bicycle connectivity, identify priority routes and investment needs, and develop performance-based tools to inform TRPC’s federal transportation funding decisions and implementation programs, and other related aspects of TRPC’s work program. The project will also assist smaller jurisdictions by creating a framework they can implement to plan for and invest in bicycle infrastructure in their communities.

The BCS will focus on defining a higher-order regional bicycle network that is distinct from, yet integrated with, locally focused bicycle and active transportation networks. The regional bicycle network is intended to function as the backbone of the countywide system, emphasizing directness, continuity, connectivity, and safety between communities and major regional destinations. Local and local-access networks—planned and implemented by partner jurisdictions—will continue to provide neighborhood-scale access, short trip connections, and first- and last-mile linkages. Together, these complementary networks form a complete bicycle system, with the BCS strengthening regional connectivity while respecting local planning authority, design flexibility, and implementation priorities.

The BCS will also align with and build upon TRPC’s related regional efforts, including the Regional Trails Plan, the Thurston County Bicycle Map, the Multimodal Level of Service Study, and the Thurston County Safety Action Plan. Collectively, these initiatives will inform how bicycle facilities are planned, evaluated, and prioritized—ensuring that investments improve safety, connectivity, and access while advancing regional goals for equity, mobility, and system performance.

### **Project Partners**

The BCS is led by TRPC in partnership with Thurston County, the Town of Bucoda, the cities of Lacey, Olympia, Rainier, Tenino, Tumwater, and Yelm; and the Washington State Department of Transportation (WSDOT) – Olympic Region. TRPC is also collaborating with Intercity Transit, the Nisqually Indian Tribe, the Confederated Tribes of the Chehalis Reservation, school districts, other special purpose governments, and community bicycle and active transportation organizations.

TRPC brings significant technical and analytical capacity to this project, including:

- Regional transportation modeling and performance analysis
- GIS and data stewardship, including management of regional transportation datasets
- Ongoing development and publication of the Thurston County Bicycle Map
- Creation and update of the Thurston Regional Trails Plan
- Leadership in federal funding prioritization through the Call for Projects process

A BCS Advisory Workgroup was established in summer 2025 to advise TRPC throughout the planning process. The Workgroup represents jurisdictional, technical, and policy perspectives and provides input to ensure BCS outcomes align with community priorities and implementation realities.

TRPC is seeking a consultant partner to work collaboratively with staff and the Advisory Workgroup to deliver the BCS through the technical tasks and outcomes described in the Scope of Work below.

## SCOPE OF WORK

The selected consultant will provide technical expertise and analytical support to TRPC in the development of the BCS. Work will be completed in close coordination with TRPC staff and the Advisory Workgroup. The scope is intended to be methodical, data-informed, and implementation-focused, while remaining adaptable to local and regional context.

### Roles and Responsibilities

TASKS	CONSULTANT	TRPC
1. Project Foundations: Guiding Principles and Success Criteria	Support	Lead
2. Regional Bicycle Network Definition	Lead	Support
3. Gap Analysis	Lead	Support
4. Network Segment Prioritization	Lead	Support
5. Implementation and Evaluation Framework	Lead	Support
6. Community Engagement	Support	Lead

### Essential Tasks

At a minimum, the consultant's scope of work shall include the following tasks. Tasks may overlap and will be refined in coordination with TRPC staff and the Advisory Workgroup.

1. Project Foundations: Guiding Principles and Success Criteria  
TRPC will provide the consultant with a memorandum summarizing the Advisory Workgroup's goals, concerns, and desired outcomes for the BCS. The consultant will coordinate with TRPC and the Advisory Workgroup to translate these elements into guiding principles and success criteria that will inform key decisions throughout the planning process.

#### Deliverables

- Guiding Principles Memorandum outlining how the success of the project will be measured
- Refined project framework informed by Workgroup and community input

#### Expected Outcomes

- Shared understanding of project purpose and priorities
- Clear decision-making framework to guide subsequent technical work

2. Regional Bicycle Network Definition

The consultant will develop and document a transparent, methodical approach for defining a regional bicycle network that functions as a higher-order, countywide system. The network is intended to serve as the backbone of regional bicycle connectivity, emphasizing arterial- and collector-level routes that provide direct, continuous connections between communities and major regional destinations.

Identification of the regional bicycle network shall build upon existing bicycle infrastructure, including the regional trail network, and planned road network improvements identified in local comprehensive plans, bicycle and active transportation plans, corridor studies, and other adopted transportation plans. The consultant will coordinate closely with TRPC staff and partner jurisdictions to ensure the regional bicycle network reflects local planning priorities, respects individual jurisdictions' authority, and supports consistency across plans while allowing flexibility in facility type, selection, and design.

The approach should recognize varying roadway contexts, functional classifications, and facility types, and be responsive to the safety needs of people of different ages, abilities, and comfort levels.

#### Deliverables

- Documented methodology for defining the regional bicycle network, including how existing infrastructure and planned improvements were incorporated
- GIS-format data and map(s) of the proposed regional bicycle network
- Narrative describing the network hierarchy and design flexibility across different contexts

#### Expected Outcomes

- A clearly defined, practical regional network that connects jurisdictions and destinations
- A scalable methodology that can be adapted for decision making by TRPC, local jurisdictions, and WSDOT, as infrastructure and plans evolve

### 3. Gap Analysis

The consultant will identify and map critical bicycle network segments and gaps where natural features or built infrastructure (e.g., rivers, lakes, critical areas, highways, interchanges, railroads, major intersections, limited right-of-way, etc.) disrupt network continuity and route directness. This analysis should highlight locations that present significant barriers to regional connectivity and may require creative, coordinated, multi-jurisdictional solutions.

#### Deliverables

- GIS format data of critical segments and gaps
- Maps and a memorandum or report describing the key barriers and a range of potential solutions and recommended safety measures

#### Expected Outcomes

- Clear understanding of major barriers to regional connectivity
- Actionable recommendations to support coordinated planning and funding

### 4. Network Segment Prioritization

The consultant will prioritize network routes or segments of routes using replicable, criteria-based methods such as directness of route, safety, equity, and demand. The prioritization framework should align with state and federal funding considerations and be usable by TRPC and partner agencies beyond the life of the project.

#### Deliverables

- Prioritization criteria and scoring framework
- Ranked or tiered list of network segments
- Summary of how criteria align with safety, equity, and funding considerations

#### Expected Outcomes

- A transparent, performance-based approach to identifying high-value investments
- Improved grant readiness and inter-agency coordination

## 5. Implementation and Evaluation Framework

The consultant will develop an implementation and evaluation framework that enables the BCS to move from planning to action. TRPC is open to the components of the framework and how it would function. It could be a combination of GIS tools, excel spreadsheets, or decision matrices. Preferably the framework will:

- Align with the goals and policies of TRPC's Regional Transportation Plan
- Support performance-based project selection within TRPC's federal Call for Projects process
- Establish tools and metrics to monitor and assess the composition, connectivity, and performance of the regional bicycle network over time
- Identify a funding strategy to implement priority projects leveraging local revenues, state and federal grant programs, and untapped funding opportunities
- Be practical, scalable, and designed for ongoing use by TRPC and partner agencies

### Deliverables

- Implementation framework aligned with RTP goals and TRPC's Call for Projects
- Recommended performance measures and monitoring approach
- A detailed funding strategy for the highest ranked segments
- Guidance for integration into ongoing TRPC work programs

### Expected Outcomes

- A practical pathway from planning to implementation
- Tools to track progress and evaluate the regional bicycle network's safety and performance over time
- A means for TRPC to periodically amend the network to adapt to changing conditions

## 6. Community Engagement

In coordination with TRPC, the consultant will support community engagement activities that comply with TRPC's adopted Title VI Plan and applicable federal public involvement requirements. Engagement activities should be designed to provide meaningful opportunities for participation by all populations, including communities that experience barriers to bicycling or have been historically underserved by transportation investments.

The consultant's role is to complement TRPC-led engagement efforts by providing technical support, materials, analysis, and documentation that ensure public input is accessible, inclusive, and informs the development of the BCS's recommendations.

Engagement approaches should consider geographic diversity across Thurston County, including rural communities, and incorporate strategies to reduce barriers related to language access, disability, income, age, or access to technology, consistent with Title VI principles.

### Deliverables

- Support for engagement materials and activities that align with TRPC's Title VI Plan and federal public involvement requirements
- Summary of how community feedback informed network definition, prioritization, and implementation recommendations

### Expected Outcomes

- Meaningful, inclusive public participation consistent with federal and Title VI requirements
- Clear documentation demonstrating how public input shaped the BCS
- Increased transparency, understanding, and support for regional bicycle investments across diverse communities

### Optional Tasks

Proposers may propose additional elements that enhance the value of the BCS. These tasks are not required but may be considered favorably if they strengthen implementation, equity, or usability.

Examples may include, but are not limited to:

- A. Facility Type Alternatives Analysis: Evaluation of appropriate bicycle facility types for select prioritized corridors, considering roadway context, user comfort, and feasibility to improve the safety and mobility of the network.
- B. Level of Traffic Stress (LTS): In tandem with Optional Task A, an evaluation of the regional bicycle network's LTS with the existing network compared to the typology of the regional bicycle network that could achieve a LTS of 1 or 2.
- C. Concept-Level Designs: Conceptual layouts or cross-sections for select high-priority corridors or critical gaps to support early wins, grant applications, and coordination.
- D. Equity-Focused Network Analysis: Analysis of how the regional bicycle network serves communities with higher transportation burdens or limited access to safe bicycling options.
- E. Scenario Testing or Phasing Strategies: Exploration of near-term versus long-term network buildout scenarios to support incremental implementation.
- F. Data Integration and Tool Development: Enhancements to GIS datasets, dashboards, or tools that support ongoing planning, monitoring, and inter-agency data sharing.

### COMPENSATION

- A. Upon selection of a qualified vendor, based on their demonstrated competence and qualifications to perform the professional services outlined in this RFP and the development of a detailed scope of work, TRPC will negotiate compensation which it determines is fair and reasonable. If TRPC is unable to negotiate a satisfactory contract with the selected vendor, negotiations with that vendor will terminate and TRPC may select another vendor.
- B. Payment by TRPC for the services will only be made after the services have been performed. An itemized billing statement is required to be submitted in the form specified by TRPC and approved by the appropriate TRPC representative, which shall specifically set forth (1) the services performed, (2) the name of the person performing such services, and (3) the hourly labor charge rate for such person. Payment shall be made monthly, within thirty (30) days of receipt of such billing statement.

### PROJECT TIMELINE

Recruitment will occur during **Winter 2026**, with an anticipated selection date in **March 2026** and a project start date in **April 2026**. It is anticipated that the project will last about **12 months (to be negotiated)**.

2026 Consultant Recruitment Activities and Schedule (subject to change):

Issue RFP .....	January 22
Proposals Due .....	February 17 4:00 p.m. PDT
Interview Notification .....	February 27
Interviews Conducted .....	March 9-20
Contract Negotiations Begin.....	April 3
Consultant Services Begin .....	April 24

## SUBMITTAL REQUIREMENTS

### A. Instructions for Submitting a Proposal to TRPC

- Submittals must be limited to six (6) double-sided pages (12 total faces), plus a cover page.
- Please send an electronic copy of the proposal in PDF format to:  
Jennifer T. McCall  
Finance Manager  
Thurston Regional Planning Council  
[mccallj@trpc.org](mailto:mccallj@trpc.org)
- All responses must be received by **February 17, 2026, 4:00pm PDT**.
- Responses should be prepared simply and economically, providing a straight-forward, concise description of provider capabilities to satisfy the requirements of the request. Promotional materials are not allowed.
- Any questions concerning the RFP's specifications or process shall be directed in writing to Jennifer McCall, Finance Manager, at [mccallj@trpc.org](mailto:mccallj@trpc.org) before **February 16, 2026**.
- Responses to questions and/or any changes to this RFP during the period of advertisement will be posted on the TRPC website ([www.trpc.org](http://www.trpc.org)).

### B. Contents

All RFP responses must include the following information:

- Name, address, and telephone number of the firm or individual and the primary contact.
- Brief description of the organization and its background, size, and nature of services.
- Names of principals and key personnel who will work on the project and their experience and qualifications.
- Availability of personnel who will be dedicated to the project.
- Experience working with similar projects.
- List of at least three project references, including contact persons and phone numbers.
- Suggested scope of work and deliverables.
- A proposed budget and project schedule, based on a not-to-exceed amount of \$100,000 and a project end date of **April 30, 2027** (may be extended).

### C. Any changes to this RFP during the advertisement period will be posted online at [www.trpc.org](http://www.trpc.org).

## SELECTION PROCESS

A selection panel comprised of staff from TRPC and partners will review and evaluate proposals. The panel will develop a short list of firms to invite for an interview. TRPC will notify the firms of the outcome of this process.

### Evaluation Criteria

TRPC seeks proposals that demonstrate a strong understanding of the project's needs and clearly present approaches and solutions to fulfilling the requested deliverables. The committee will select the strongest proposals to perform follow-up interviews using the criteria shown below.

Criteria for Selection for Interview	Weight Given
Responsiveness to project purpose and scope of work.	45%
Documented experience successfully developing community bicycle master plans with a focus on countywide/multijurisdictional connectivity.	35%
Demonstrated experience in online and in-person community engagement activities, including outreach to underrepresented or vulnerable populations, and creation of visuals and community engagement products (maps, illustrative bicycle designs, street cross-sections, GIS story maps).	10%
Project management approach and key personnel.	10%
<b>Total Criteria Weight</b>	<b>100%</b>

Each proposal will be independently evaluated on the above criteria.

## TERMS AND CONDITIONS

- A. TRPC reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.
- B. TRPC reserves the right to request clarification of information submitted, and to request additional information from any contractor or vendor.
- C. TRPC reserves the right to award any contract to the next most qualified contractor or vendor, if the selected contractor or vendor does not execute a contract within thirty (30) days after selection.
- D. Any proposal may be withdrawn up until the date and time set forth above for opening of proposals. Any proposal not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days to provide TRPC the services described in the attached specifications, or until one or more of the proposals have been approved by TRPC, whichever occurs first.
- E. TRPC reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFP, and which is not approved by TRPC.
- F. The Thurston Regional Planning Council, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.
- G. TRPC shall not be responsible for any costs incurred by the contractor or vendor in preparing, submitting, or presenting its proposal.
- H. TRPC agrees to monitor Disadvantaged Business Enterprise (DBE) program requirements and seek to actively achieve WSDOT DBE goals.

### **POST-CLOSING DISCUSSION**

After any of the responses are open, conversations may only take place between TRPC and respondents for the purpose of clarifying the selection process. Respondents shall be bound by the information submitted in their proposals and subsequent negotiations.

Those submitting proposals may be required to make a presentation to TRPC and partners as part of the selection process. The presentation team should include the Project Manager and any other key personnel necessary to address administrative and technical issues.

### **PROPOSAL ACCEPTANCE / REJECTION**

TRPC reserves the right to accept or reject any or all proposals received from this RFP, or to negotiate separately with any respondent, and to waive any informalities, defects, or irregularities in any proposal, or to accept that proposal which, in the judgment of the proper officials, is in the best interest of TRPC.

### **AWARD**

TRPC reserves the right to award the contract to a consultant that they deem to offer the best overall proposal. TRPC has the discretion and reserves the right to cancel this RFP, to reject any and all proposals, to waive any and all irregularities, or to re-advertise with either the identical or revised specifications if it is deemed to be in the best interest of TRPC.

### **ASSIGNMENT**

The awarded contractor shall not assign, transfer, convey, sublet, or otherwise dispose of any award or of any of its rights, title, or interests therein, without the prior written consent of TRPC.

### **ADDITIONAL LANGUAGE**

TRPC reserves the right to introduce additional terms and conditions at the time the final contract is negotiated. Any additional terms or conditions would be limited to ones having the effect of clarifying the RFP language and/or correcting defects, such as omissions or misstatements, which are discovered after the RFP is issued, or that reflect State or Federal Law changes, or as required by funding entities.