PBOT EQUITY + INCLUSION 

Transportation Justice Partnership Program

**REQUEST FOR PROPOSALS**

**Proposals Due: ~~July 16, 2020~~ July 30, 2020 by 4:00 PM**

**Contract Start Date:** September 1, 2020

**Refer questions to:** Jin Huang, Senior Procurement Specialist

Phone: (503) 823-5371, Email: jin.huang@portlandoregon.gov

**OVERVIEW**

The Portland Bureau of Transportation (PBOT) Equity + Inclusion Program seeks to strengthen our work by contracting with organizations and consultants interested in policy development and programmatic initiatives focused on transportation justice. In 2019, PBOT prioritized a transportation justice focus in the organizations three-year Strategic Plan and we recognize that we cannot pursue this work without deep alignment with community and support from other equity practitioners. Interested partners are invited to submit proposals for on-call services contracts for the following categories:

**Transportation Justice Policy Development**

**Community Education, Engagement, Project Implementation**

**Training, Facilitation and Median Services**

The full Request for Proposals is available here for review. This information is compiled separately in this communication to assist with community conversations and to support translation and accessibility requests. Interested parties are encouraged, but not required, to participate in the RFP information sessions:

**First Info Session**

Date: June 16, 2020

Time: 2:00pm to 3:30pm

RSVP to [jin.huang@portlandoregon.gov](mailto:jin.huang@portlandoregon.gov)

**Second Info Session**

Date: June 30, 2020

Time: 4:00pm to 5:00pm

RSVP to [jin.huang@portlandoregon.gov](mailto:jin.huang@portlandoregon.gov)

Interpretation services available upon request to tosin.abiodun@portlandoregon.gov, 503-823-7854

**Proposals Must Include:**

* Cover Letter
* Attachment 1 – Representations, Certifications and Acknowledgments
* Attachment 2 – Proposer Pricing
* Form 1: PTE Participation Disclosure Form 1
* Proposal Response Documents

**Refer questions to:**

Jin Huang, Senior Procurement Specialist

Phone: (503) 823-5371, Email: jin.huang@portlandoregon.gov

**BACKGROUND**

[The City of Portland Bureau of Transportation (PBOT)](https://beta.portland.gov/transportation) is a community partner in shaping a livable city. We plan, build, manage and maintain an effective and safe transportation system that provides people and businesses access and mobility. We keep Portland moving!

In 2019 PBOT launched a new three-year strategic plan, Moving to Our Future, centered on three goal areas: safety, moving people and goods, and asset management. As we work towards these goals, we also want to make sure that our efforts contribute to a Portland that is more equitable and a smaller carbon footprint. As such, our strategic plan work includes an intentional focus on Transportation Justice that will be guided by an internal Transportation Justice Steering Committee and informed in collaboration with external Transportation Justice Community Partners.

This solicitation is for nonprofit partners and consultants with a strong equity lens to join the **Transportation Justice Community Partnerships Program.** This Partnership Program intends to build PBOT’s capacity to strengthen our service to and engagement of communities that have been historically been underserved by our Bureau and Portland’s transportation system. Selected partners will play a role in shaping the work ahead and in many cases, may be positioned to work in collaboration with other groups.

**ON-CALL CONTRACT + SERVICE CATEGORIES DETAILS**

The City intends to award multiple price agreements as outlined in the three service categories listed below. The City may, but is not obligated to, award up to the maximum number of contracts per category as indicated. Successful Proposers may be called upon to provide consulting services and/or undertake fixed/term projects. The services requested under these price agreements will be small to medium in scope. Projects may range from as low as $200 up to the 20% of the Price Agreement amount, subject to specific needs and budget availability in any given year.

**SERVICE CATEGORY I: Transportation Justice Policy Development**

* Research and analysis of trends and disparities that impact how well Portland’s transportation system serves the needs of historically underserved communities, including issues such as:
  + Contract equity
  + Workforce development
  + Gentrification and anti-displacement strategies
  + BIPOC (Black, Indigenous and People of Color) safety concerns
  + Health disparities
  + Transit access and affordability
  + Enforcement practices and impacts
  + Climate equity
  + Digital justice
  + Access to housing, jobs, schools, cultural centers and economic opportunity
  + Disability access
* Research and recommendations for PBOT’s Transportation Justice policy framework and related implementation tools
* Policy review, analysis, evaluation and recommendations related to PBOT strategic plan goal areas (Safety, Mobility and Asset Management) and other transportation topics as identified
* Review recommendations for data sets needed and measurable indicators that can track progress on Transportation Justice and equity outcomes
* Evaluation and recommendations of existing PBOT programs based on identified Transportation Justice framework and Strategic Plan policy goals
* Evaluation and recommendations of community stabilization and anti-displacement interventions and policies
* Research industry and regional transportation workforce trends
* Assist with goal setting for the recruitment, retention, promotion and succession planning for a diverse transportation workforce
* Other Transportation Justice Policy Development services as requested and defined by PBOT management

**SERVICE CATEGORY II: Community Education, Engagement + Project Implementation**

* Develop and implement strategies to engage populations historically underserved by PBOT and the City of Portland, including but not limited to:
  + Racial and ethnic communities
  + Multilingual communities
  + Diverse youth and aging populations
  + People living with disabilities
  + Minority business enterprises
* Develop and implement strategies to engage populations historically underserved by PBOT by mode of transportation, including diverse pedestrians, cyclists, transit riders, drivers and those reliant on ride-sharing services
* Support the engagement of historically underserved populations on PBOT public advisory bodies, focus groups, etc.
* Event planning and implementation, including but not limited to educational events, focus groups, open houses, info sessions, pop-up and community building events
* Provide childcare and youth activities for related community events
* Community-led project planning and implementation
* Evaluate and advise PBOT teams on public involvement, outreach activities
* Develop innovative workforce development initiatives and community partnerships that grow interest in professional opportunities in the transportation industry
* Assist with PBOT job recruitments and hiring panels
* Other Community Engagement services as requested and defined by PBOT management

**SERVICE CATEGORY III: Training, Facilitation + Mediation**

* Design and implement trainings for PBOT staff focused on diversity, equity and inclusion best practices
* Facilitation and mediation within communities historically underserved and marginalized by government process and experiencing disparate impacts due to government decisions and investments over time
* Facilitation of group processes with diverse communities and staff teams to inform decision making for time-sensitive transportation projects, often in a public meeting where media may be present
* Facilitation of community engagement regarding past and current harms caused by transportation planning in Portland; understanding of impact of gentrification and displacement for communities of color, and ability to hold space for dialogue to identify what actions PBOT can take to repair past harms
* Record community engagement processes and develop reports for public distribution
* Other Training, Facilitation + Mediation Services as requested and defined by PBOT management

Thank you for your interest in this partnership opportunity. We look forward to your proposal and remain on standby if you have any questions. **Please refer questions to:**

Jin Huang, Senior Procurement Specialist

Phone: (503) 823-5371, Email: jin.huang@portlandoregon.gov

The City of Portland ensures meaningful access to city programs, services, and activities to comply with Civil Rights Title VI and ADA Title II laws and reasonably provides: translation, interpretation, modifications, accommodations, alternative formats, auxiliary aids and services. To request these services, contact 503-823-5185, City TTY 503-823-6868, Relay Service: 711.

Traducción e Interpretación | Biên Dịch và Thông Dịch | अनुवादन तथा व्याख्या

口笔译服务 | Устный и письменный перевод | Turjumaad iyo Fasiraad

Письмовий і усний переклад | Traducere și interpretariat |

Chiaku me Awewen Kapas | Translation and Interpretation: 503-823-5185