

DOCUMENT 00030

REQUEST FOR PROPOSALS

Notice is hereby given that SPRINGVILLE CITY INCORPORATED (OWNER) invites qualified professional Consultants to submit proposals to assist in the development and implementation of a **Transportation Utility Fee Preparation (TUF)**. The Request for Proposals intends to set forth the minimum acceptable requirements for responses to this Request.

Proposals to Develop a Transportation Utility Fee that provides sufficient revenue to meet current and future transportation needs. The Request for Proposals intends to set forth the minimum acceptable requirements for responses to this Request.

Proposals will be accepted by the OWNER on-line through [U3P SciQuest- Transportation Utility Fee Preparation](#) until **4:00 PM (MDT) on Friday, December 20th, 2024**. The OWNER will then make the decision of award and contact the individual bidders with the decision anticipated on or after **January 6th, 2025**.

CONTRACT DOCUMENTS will be executed between Springville City and the Consultant after the proposal is awarded. These CONTRACT DOCUMENTS will include an agreement to be signed by both the CONSULTANT and the OWNER prior to any work commencing.

All communication relative to the Project and any questions which CONSULTANTS may have concerning the project shall be directed to the OWNER before **Friday, December 13th at 4:00 PM MST**. Questions shall be submitted online using the “Questions and Answers” section for this project using the following link:

[U3P SciQuest- Transportation Utility Fee Preparation](#) **(From the link, search for RFP-Transportation Utility Fee Preparation).**

The OWNER reserves the right to reject any or all proposals; or to accept or reject the whole or any part of any proposal; or to waive any informality or technicality in any bid in the best interest of the City. Only bids giving a firm quotation properly submitted and signed will be accepted.

- END OF DOCUMENT -