



Transit Supportive Principles Mobility Design Manual RFP TM-26-01

Publication Date: December 22, 2025
Proposal Due Date: January 29, 2026
Contract Term: Single Job
Proposals Received: Two

Summary of Specifications

This contract will be for a qualified firm who will assist Topeka Metro in updating its 2018 Bus Stop Guidelines and expanding the document's content to illustrate transit supportive development principles and best practices in mobility design.

Evaluation

The evaluation committee reviewed the bids individually, met on multiple occasions to discuss the bids, and met with each bidder individually to review their bids and ask follow-up questions. After a thorough review, both bids were deemed to be responsive and both bidders to be responsible and qualified. The bids were scored based on Experience and Qualifications - 25%, Professional and Technical Expertise - 25%, Ability to Stay on Task, Schedule, and Within Budget - 25%, Price - 15%, and Required Items – 10%. The scores were then compiled, and the results were as follows:

	<u>Total Score</u>	<u>Cost</u>
Olsson, Inc.	8.68	\$197,552.00
WSP USA Inc.	9.42	\$189,881.50

Recommendation

The committee recommends awarding the contract to WSP USA Inc. It is our determination that WSP USA Inc is the best choice for Topeka Metro, their bid was responsive, the company is responsible, they are the low bidder, and the price quoted is fair and reasonable and below the ICE.