

**Shenango Valley Shuttle Service Request for Qualifications**  
**Administrative Agency: Mercer County Council of Government**

The Shenango Valley Shuttle Service (SVSS) is soliciting statements of qualifications from consulting firms to provide a range of services on an as-needed basis for a wide range of transit related services and projects. This Request for Qualifications (RFQ) is for a 5-year period beginning on October 1, 2022.

The purpose of this Request for Qualifications (RFQ) is to select one or more qualified consultants to assist SVSS on a variety of management consulting services including route studies, fare analysis, performance and service standards metrics, programmatic assistance with Federal Transit Administration and PennDOT Compliance Requirements.

Proposals must be received by mail or delivered to SVSS at 2495 Highland Road, Hermitage, PA 16148 by August 22, 2022 by 2:00 p.m. All official requests for information, interpretation or clarification must be in writing to Michael Nashtock, Director of Transportation at [mnashtock@mrcog.com](mailto:mnashtock@mrcog.com) prior to August 08, 2022.

**Statement of Qualifications**

Statement of Qualification submitted to SVSS must include one original and 3 copies. The Statement of Qualifications must include the following elements: 1) Firm Introduction, 2) Scope of Services to be provided, 3) Qualifications and Experience Record including three references, and 4) Key Staff Assigned and Resumes. Proposal length should be no more than 15-pages.

**Proposal or in the Proposal Procedure**

Conditional Proposals and any Proposer taking exception to any provision in this RFQ will be considered non-responsive. Proposals may be withdrawn by written request to SVSS prior to proposal due date. No Proposer may withdraw a Proposal to SVSS for a period of 60 days after the due date. This RFQ does not commit SVSS to award a Contract or to pay any cost incurred in preparation of a Proposal. If awarded, the submitted proposal along with the required provisions of FTA Circular 422.1F will be included with the contractual agreement between the successful proposer and SVSS. SVSS reserves the right to cancel the RFQ or to issue a subsequent RFQ if required.

SVSS is the designated recipient of Section 5307 Urbanized Formula Area funding, 5339 Bus and Bus Facilities funding, and 5310 Enhanced Mobility Funds. The FTA required provisions as detailed in FTA Circular 4220.1F must be included in any contract resulting under this RFQ.

Disadvantaged Business Enterprises (DBE) and Women's Business Enterprises (WBE) are encouraged to submit proposals.