



Innovate Memphis
516 Tennessee Street, Suite 223
Memphis, TN 38103

REQUEST FOR PROPOSALS

Jobs Access Study: Role of Transit in Reaching Employment and Opportunities

Issued: September 28, 2018

Due: October 15, 2018 no later than 5:00 p.m. Central Time

Purpose and Background

As part of the Memphis 3.0 Transit Vision, Innovate Memphis would like to discover how the current Memphis transit network impacts residents' access to employment and other opportunities. How does our existing transit network support or prevent people from gaining and keeping jobs, accessing better paying jobs, attending college, or fulfilling justice system requirements like court appointments? How does it support or prevent employers from attracting and retaining qualified talent, especially in critical Memphis business sectors (logistics, medical) and sites? How does transit affect turnover and layoffs? Are job applicants without a car or drivers' license less likely to be hired or even apply? What other quantifiable impacts does the current system have on our economy that can be improved through the proposed Memphis 3.0 Transit Vision Draft Recommended Network?

More information about the Memphis 3.0 Transit Vision planning process and Draft Recommended Network can be found at www.memphis3point0.com/transit. Transit Vision was developed as part Memphis' comprehensive plan, Memphis 3.0, and requires a new annual investment of \$30 million for transit to implement.

Deliverables

Narrative report, including charts, graphs, data appendices, and one-page executive summary

Proposed Scope

1. Collect and analyze workforce, educational enrollment or attainment, justice system and other appropriate data
2. Review trends from other urban areas and similar studies
3. Conduct three or more focus groups with targeted demographics, such as
 - a. Logistics industry workers
 - b. Workforce training program and higher education students

- c. Justice involved youth
 - d. Human resources professionals at top employment sites and workforce professionals
4. Quantify transit impacts on job attainment and retention, higher educational attainment and retention, justice outcomes and/or workforce development using statistical methods
5. Prepare report with one-page executive summary

Scope may be narrowed based on data availability and review of studies already conducted. Jobs access and Memphis top employment industries are investigation priorities. Additionally, the study may need to include considerations of land use and shift times, as not all worksites can be served effectively and efficiently with transit.

Schedule: Preliminary findings February 2019 with final deliverables May 2019.

Submittal Format

Please submit the following information, not to exceed five pages excluding resumes.

1. General Requirements

- Cover letter and Statement of Interest
- Firm name(s), address, and telephone number
- Point of contact: name, telephone number, and email address

2. Qualifications

- Company overview for all consulting firms participating as team members
- Resumes for key staff and areas of expertise
- Demonstrated ability to complete deliverables and meet project schedule

3. Experience

Provide case study information documenting relevant experience within the past five years. Case studies shall list the following as a minimum:

- Summary of the project
- Client and client's point of contact information, if any
- Bidder's role in the project
- Links to any publicly shared draft and final products

4. Approach

- Summary of suggested approach to scope of work
- Proposed distribution of tasks among team members

5. Cost Proposal

Interested firms should submit materials to Suzanne Carlson, Transportation and Sustainability Program Manager, at scarlson@innovatmemphis.com. For additional information or clarification, please contact Ms. Carlson. **All submittals must be received on or before 5:00 PM (Central Time), Monday, October 15, 2018.**