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Aug 11, 2025

### **Schedule of Events**

<b>Event</b>	<b>Date</b>
Release of RFP	August 11, 2025
Proponents' Conference	None
Deadline for Written Questions	August 15, 2025
*Submit via E-Mail to CID representative: <a href="mailto:colleen@gateway85.com">colleen@gateway85.com</a>	
Addendum with responses to questions to be posted at: <a href="http://www.gateway85.com">www.gateway85.com</a>	August 22, 2025
Proposals Due	September 12, 2025 at 2:00PM
Proposals are due to: <b>FREIGHT PLAN UPDATE</b> Gateway85 CID 6305 Crescent Drive Norcross, GA 30071	
Technical Evaluation Complete	September 26, 2025
Interviews (if needed) week of	October 6, 2025
Evaluation Complete (On or about)	October 10, 2025
CID Board Approval (On or about)	October 15, 2025

One original (designated as the original) and four (4) copies of the proposal must be submitted in a sealed envelope or box before the listed deadline in order to be considered. Any proprietary information contained in the proposal should be so indicated. However, a general indication that the entire contents, or a major portion, of the proposal is proprietary will not be honored.

The full cost of proposal preparation is to be borne by the proposing firm.

Sole responsibility rests with the firm to see that the proposal is received on time at the stated location.

Proposals sent by telegraphic and/or electronic devices are not acceptable and will be rejected upon receipt. Firms are expected to allow adequate time for delivery of their proposal either by hand delivery, postal service or other means.

The CID encourages meaningful Disadvantaged Business Enterprise (DBE) participation in all of its projects. As this project is partially funded by ARC, the DBE participation goal is ARC's DBE goal of 16.7%. Please refer to the ARC DBE policy, available at <https://atlantaregional.org/about-arc/arc-business-opportunities/> for more information.

Proposals will be awarded by scoring the following criteria. Each criterion will be weighted as noted below:

1. Staffing & Availability – Evaluation of the list of personnel specifically assigned to the proposed project, including their qualifications, overall experience and recent experience on projects of similar scope and complexity to the proposed project. The staff assigned to the project and their workload. 20%
2. Experience/Performance – Demonstrated experience on similar types of projects. Assesses whether contractor performed satisfactorily on similar projects in regard to schedule, costs, and success in performing the work. 20%
3. Approach – The technical approach shows sufficient evidence of understanding the project requirements. 40%
4. References & Reference Projects – Customer satisfaction on prior projects. 10%
5. Fee Proposal – The proposed fee will be evaluated in the context of an independent cost estimate. 10%

### **Restrictions on Communications with Staff**

All questions about this RFP must be submitted in the following format:

The subject line should read **Freight Study RFP Question**

Company Name

1. Question

Citation of relevant section of the RFP (if applicable)

Questions must be directed in writing via email to the CID:  
Colleen Kiernan  
(e-mail: colleen@gateway85.com)

From the issue date of this RFP until a consultant is selected and the selection is announced, proponents are not allowed to communicate for any reason regarding this RFP with any CID staff or related elected official except as noted above. The CID reserves the right to reject the proposal of any proponent violating this provision. All questions concerning this RFP must be submitted in writing via email to the CID. No questions other than written will be accepted. No response other than written will be binding upon the CID.

### **Interviews**

The CID may conduct interviews with the top proponents. The CID will make this determination and if scheduled, these interviews will be announced after the short list is finalized. Each proponent invited to interview with the CID will have a 30-minute time slot. Qualification evaluation scores will be added to the interview scores, and the list of proponents will be ranked in order. The CID will then recommend award of contract to the top scoring team. The content of the interview, if held, will be a simple Q and A session. No formal presentation will be required.

Final awards must be approved by the CID Board of Directors.

### **MINIMUM REQUIREMENTS FOR SUBMISSION**

This RFP is intended to foster effective, fair, and broad-based competition for public procurement within the free enterprise system. It is unethical for any person to offer, give, or agree to give any CID Board Member, employee, business associate, or relative a gratuity as an inducement for the award of a contract.

The firm shall execute a contract tendered by CID prior to initiating service. The funding for this project is being provided by the Atlanta Regional Commission (ARC) and the Gateway85 CID. The selected firm will need to abide by all regulations required by the ARC. Any contract award for this study is contingent upon ARC receiving adequate funding for this purpose from the Georgia Department of Transportation (GDOT) and the U.S. Department of Transportation.

All qualified proponents will receive consideration for employment without regard to age, handicap, religion, creed or belief, political affiliation, race, color, sex or national origin.

### **The proponent shall submit a proposal to include the following:**

1. Background and Experience of Team with emphasis on similar type of work (public and private). Include an organization chart and summary resumes of key personnel proposed for the project, including designations of the Project Manager, key team members, and their proposed roles on this project. Include date of establishment of prime firm and

office where contract will be served (5 pages max).

2. Using the indicated scope of work outlined in this RFP, outline your approach for the work (10 pages max).
3. Fee proposal (1 page formatted by Task, Personnel, and Hours)
4. Schedule for the project including dates for community outreach and public/stakeholder engagement (1 page, may be up to 11"x17")
5. References (minimum of 3 – at least one must be for Project Manager on a similar project using format below)
6. Other relevant information concerning your proposal shall be included in the appendix (no page limit).

#### Reference Format

Please list by organization name, based on services rendered by the staff listed in the RFP for projects similar in size and scope.

Organization Name:

Address:

Authorized Representative:

Name of Project, Name of Project Manager or Staff Who Worked on Project, and Date of Completion:

Telephone Number:

E-Mail:

The CID reserves the right to make such inquiries regarding the firm's qualifications and reputation as it deems necessary to evaluate the firm. The firm may be requested to execute releases to obtain information from third parties. Failure to execute a release upon request may result in disqualification.

The CID reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the CID. An award will be made contingent upon the approval of the CID Board.



## **Background**

In 2006, a group of commercial property owners in the southwestern portion of Gwinnett County formed Gwinnett's third Community Improvement District (CID). The CID was originally created as the Gwinnett Village CID, and it underwent a rebranding in 2017 to the Gateway85 Gwinnett CID. Gateway85 has become the largest CID in the state in size, representing just under 800 properties. The CID encompasses major corridors such as Buford Highway, Beaver Ruin Road, Indian Trail Road, Jimmy Carter Boulevard, and Best Friend Road. It operates with the goal of increasing property values in the southwestern part of Gwinnett County. The CID works to promote redevelopment and improve mobility in the district. For more information, please visit [www.gateway85.com](http://www.gateway85.com).

The Atlanta Regional Commission completed the *2016 Atlanta Regional Freight Mobility Plan Update*, which identified the need to conduct local, small-area freight planning in the Atlanta region to address transportation issues related to this crucial part of the region's economy. Based on this need, ARC began seeking grant applications from project sponsors to conduct these plans in 2017. Gateway85 CID sits at a critical intersection for freight movement in Gwinnett County and the Atlanta region, making freight movement and related issues of "freight as a good neighbor" and freight sustainability key priorities. Gateway85 CID was awarded a grant from ARC to complete a [Freight Cluster Study, which was completed in 2020](#). In 2024, a new type of freight cluster plan with a sustainability focus was made available to applicants, and with that successful application, Gateway85 CID is seeking to update its 2020 Freight Cluster Study with a focus on freight sustainability and clean energy as well as improving mobility and access to clean energy transportation for the workforce in freight-intensive industries.

## **Project Goals**

Sustainability-focused freight cluster plans seek to provide local jurisdictions and CIDs with actionable recommendations for improving freight sustainability in the study area by reducing freight's human and environmental impacts. Gateway85 CID is seeking to pull forward the recommendations from the 2020 Freight Cluster Study and build upon them by identifying potential solutions for reducing these impacts. Projects may include but are not limited to such strategies as shifting to zero-emissions vehicles for freight movement, providing workplace electric vehicle chargers for workers, and shifting away from single-occupant vehicle commutes.

## **Project Scope**

The Freight Plan Sustainability Study should follow ARC's recommended Scope of Work (Attachment A).

## ***Coordination with Other Organizations***

The consultant will be required to work closely with the Gateway 85 Gwinnett CID; Gwinnett County; the Cities of Norcross, Peachtree Corners, and Doraville; Georgia DOT; ARC; and other major stakeholders in the district. In addition, presentations to, and input from, adjacent neighborhoods and business organizations and appropriate public agencies will be sought where appropriate.

## **ATTACHMENT A**

### **SCOPE OF WORK**

**I. General:** Any contract award for this study is contingent upon ARC and the project sponsor receiving adequate funding for this purpose from the Georgia Department of Transportation (GDOT).

**II. Area Covered:** The study area is located within Gwinnett County. It will include the entire Gateway85 Community Improvement District (CID), which is roughly bounded by Peachtree Industrial Boulevard, Beaver Ruin Road, the Gwinnett County line, and Britt and Williams Road on the south side. Several regionally significant corridors traverse the CID, including SR 140/Jimmy Carter Boulevard, SR 141/Peachtree Industrial Boulevard, SR 378/Beaver Ruin Road, and SR 13/U.S. 23/Buford Highway. Coordination with all local jurisdictions within the study area and adjacent jurisdictions within an area of three to five miles outside the study area is also required in order to promote coordinated long-range transportation planning efforts across jurisdictional boundaries.

**III. Goal:** Sustainability-focused freight cluster plans seek to provide local jurisdictions and CIDs with actionable recommendations for improving freight sustainability in the study area by reducing freight's human and environmental impacts. Gateway85 CID is seeking to pull forward the recommendations from the 2020 Freight Cluster Study and build upon them by identifying potential solutions for reducing these impacts. Projects may include but are not limited to such strategies as shifting to zero-emissions vehicles for freight movement, providing workplace electric vehicle chargers for workers, and shifting away from single-occupant vehicle commutes. In addition, the CID expects the development of an implementation plan for the findings within the study.

Recommended projects should aim to be competitive for local, state, and federal funding with adequate information and cost estimates to complete potential grant applications and be prepared for advancement to Scoping and/or PE phases. These plans, while focused on local issues and needs, also serve as the groundwork for regional planning efforts led by the Atlanta Regional Commission.

#### **IV. Work Tasks:**

The work to be accomplished as a part of this study is divided into the following

tasks: **Task 1: Project Management**

The outcomes of this task are establishing a Project Management Team, developing a Project Management Plan, and developing a Stakeholder Engagement and Outreach Plan.

The Project Management Plan will identify those agencies, organizations, and individuals that must be involved in the overall direction of the plan development process due to the critical nature of their financial, technical, and/or political support. These key stakeholders will constitute the Project Management Team. The Project Management Plan will establish protocols for communicating and sharing data, drafting review materials, and developing other resources within the Project Management Team. A schedule for team meetings will be established, and preliminary dates for key work task milestones and decision-making points will be defined.

The Stakeholder Engagement and Outreach Plan will be developed and approved by the Project Management Team before significant work is undertaken on subsequent tasks. The Stakeholder Engagement and Outreach Plan will identify key individuals, agencies, and organizations whose participation will be critical in adequately addressing the various elements and emphasis areas defined in the work program. Outreach techniques to effectively involve these stakeholders will be defined. The Stakeholder Engagement and Outreach Plan will also establish how members of the general public, as well as leadership and staff from private-sector stakeholders, will be engaged throughout the process and have the opportunity to contribute meaningful input before final decisions are made.

*Deliverables:*

- *Project Management Plan (Draft and Final)*
- *Stakeholder Engagement and Outreach Plan (Draft and Final)*

## **Task 2: Engagement**

The most effective methods to involve private-sector stakeholders of the freight and logistics industry and a diverse range of the general public in the plan development process will be developed for the Stakeholder Engagement and Outreach Plan in Task 1 Project Management. Specific direct engagement techniques, such as stakeholder interviews, online and/or intercept surveys, online mapping tools, advisory committees, technical committees, open houses, workshops, and charrettes, will be defined at the discretion of the Subgrantee and through consensus of the Project Management Team. Since all freight movement is regional, the engagement efforts shall include presentations and opportunities for input at three ARC Freight Advisory Task Force meetings.

The portfolio of techniques employed will maximize the potential for a broad range of private-sector stakeholders and the public to participate and add value to the planning process. In particular, the outreach process should seek input from local business leaders, staff who work at local industrial and logistics businesses, truck drivers who regularly travel in the study area, residents, providers and operators of alternative fuel and electric vehicle charging



infrastructure, freight and logistics associations, and practitioners and experts in freight sustainability.

Engagement with the private sector should include freight-related businesses, logistics providers, and other stakeholders to support later tasks, including the Task 4 Inventory and Assessment. Efforts to engage those community members who have traditionally been underrepresented in the transportation decision-making process or will be most directly impacted by recommendations will be emphasized. Private-sector stakeholders and the public will be permitted to review draft deliverables related to the inventory and assessment of the transportation system and plan recommendations before those deliverables are finalized.

An early deliverable of engagement and outreach activities will be used to define the desired long-term outcomes, which the implementation of the freight cluster plan will help support. These outcomes must support the regionally defined vision of ‘One Great Region’ and its goals for the Atlanta Region. The regional vision and goals will be scaled and interpreted as appropriate to be more directly applicable and responsive to the unique characteristics of the study area. The locally desired outcomes may be expressed in terms of a vision statement, goals, and objectives or may use a different nomenclature that resonates more strongly with community members.

Additionally, engagement will support subsequent tasks by covering topics such as current practices, needs, and opportunities for

- Use of alternative fuels and energy sources in freight transportation.
- More sustainable employee access to work sites.
- Site-specific sustainability measures.
- Sustainable supply chain management.
- Freight being a “good neighbor” that compatibly coexists with surrounding neighborhoods.

The Task 3 Best Practices Review, and the Task 4 Inventory and Assessment describe these topics in more detail.

Information on the process, schedule, draft and final deliverables, and opportunities for engagement will be readily accessible throughout plan development via a project website. Access to the site will be made directly and logically through the Subgrantee’s main website.

Critical stakeholders will include but not be limited to the CID, the ARC, Gwinnett County, the Cities of Peachtree Corners, Norcross, DeKalb County, Doraville, GDOT, and the ARC. The Subgrantee must also contact Georgia Power and the Municipal Electric Authority of Georgia (MEAG Power) affiliated power companies, including Norcross and Jackson Power. Organizations such as, but not limited to, the Georgia Motor Trucking Association, the Center for Transportation and the Environment, the National Association of Industrial and Office Properties (NAIOP), American Transportation Research Institute, Environmental Protection Agency (EPA), and a host of other organizations may also be included.

*Deliverables:*

- *Statement of Freight Cluster Plan Vision, Goals, and Objectives*
- *Robust Community Engagement Activities*
- *Project Website*

**Task 3: Best Practices Review**

Early in the planning process, conduct a high-level review of best practices for sustainable freight planning to provide direction during the remainder of the planning efforts. The best practices review is not specific to the study area. Instead, it is based on plans from cutting-edge organizations inside and outside the United States, state and federal policy, and research.

Because the transition to clean freight technology is a relatively new challenge for the metro area, we anticipate that the Best Practices review will need to be more comprehensive than in a traditional freight cluster study.

The review should document innovations in other metro areas across the country and consider approaches taken by different countries. The findings will be critical in helping frame the data collection needs for the study to support the deployment of clean fuel technologies and subsequent recommendations.

The best practices review is conducted primarily through document review but may also include interviews or other means of collecting best practices. Additionally, feedback on the draft may be solicited from stakeholders or the public, depending on the timing of Task 2 Engagement activities.

Topics of this review may include:

- Approaches to reduce air pollution emissions and consumption of non-renewable resources due to freight activity in the study area. Air pollution includes greenhouse gas emissions, ozone, particles, and other air pollutants that can harm health. The impacts of air pollution can be felt on any scale, from local to global. These approaches may include but are not limited to alternative fuels and energy sources, mode shifts, and reduction of trip length.
- Approaches to reduce pollution of employees accessing the work site, such as via workplace charging of electric vehicles or transportation demand management programs.
- Approaches to help freight be a ‘good neighbor’ designed and operates so that it coexists compatibly with surrounding neighborhoods.

The findings from the best practices review shall be documented in a Best Practices Report.

#### *Deliverables:*

- *Best Practices Report (Draft and Final)*

#### **Task 4: Inventory and Assessment**

The freight cluster plan shall include a detailed inventory of existing freight sustainability-related conditions and an assessment of the study area's current and future freight sustainability-related needs and opportunities. The inventory is intended to establish a baseline understanding of freight movement in the study area and form a foundation for assessing freight sustainability needs and opportunities.

The inventory shall begin with reviewing previously completed local, regional, and state plans relevant to the study area. The implementation of previous plans that included the study area and other ongoing capital and maintenance projects in or adjacent to the study area shall be documented as part of this task.

Data related to the existence, condition, and performance of the transportation network within the study area will be collected and documented. Using the Gateway 85 CID Freight Cluster Plan, this analysis will incorporate relevant portions of the inventory and assessment by reference and provide updates where needed. Some of the most relevant topics from the existing freight cluster plan that may merit examination and potential update if there have been notable changes since the prior plan's completion are—

- Freight origin-destination patterns.
- Authorized and unauthorized truck parking locations for overnight and staging needs.
- Freight rail facilities – intermodal, bulk transfer, and carload.
- Other intermodal facilities (e.g., air and pipeline), if present.
- Major generators of truck trips.
- Job accessibility options for individuals who do not have access to a car or choose not to drive, including:
  - a. Transit infrastructure and operations.
  - b. Bike/pedestrian infrastructure.
  - c. Transportation demand management (TDM) programs.

Additional data collection for the sustainability-focused freight cluster plan shall include but is not limited to, the following elements. Although the spatial scales at which data is available may vary, the analysis should be customized as much as possible to the study area.

#### **Alternative Fuels**

1. Recharging and refueling locations for alternative energy sources inside the study area and in the broader region.
  - a. Consider alternative energy sources such as electricity, hydrogen, renewable diesel, natural gas, biofuels, hybrid solutions, and other relevant alternative fuels.

- b. Determine the existing electric vehicle and other alternative fueling infrastructure for freight and passenger vehicles within the study area, identify the charging and refueling stations (e.g., level 2, DC fast chargers), and determine their accessibility for freight vehicles.
- 2. Current prevalence of and opportunities for trucks with alternative energy sources.
  - a. Engage with local freight-related businesses and logistics providers to understand their needs and opportunities for electric and other alternative fuels for freight vehicles.
  - b. Conduct an assessment of the current adoption status of local freight-related businesses and logistics providers of electric freight vehicles and other alternative fuels and potential interest in further transitioning to electric freight vehicles and alternative fuels for freight movement.
  - c. Identify suitable locations for electric vehicle charging and alternative fuel infrastructure on private and public properties.
- 3. Local, regional, state, and national programs potentially applicable to alternative fuel implementation in the study area.
  - a. Identify policies and grants related to electric vehicle charging and alternative fuels for freight transportation or the purchase and operation of alternative energy source freight vehicles.
  - b. Identify any barriers and incentives that may impact the adoption of alternative fuel freight vehicles.

### **Employee Access**

- 4. Current employees commute to freight and logistics worksites in the study area.
  - a. To the extent possible, using available data and outreach, identify mode share of employee commutes, transit ridership, travel patterns, and the presence of workforce housing.
  - b. Describe participation by freight and related businesses and workers in GA Commute Options programs and any other relevant programs to encourage commuting by non-single occupancy vehicle modes.
- 5. Opportunities for more sustainable employee access to freight and logistics worksites
  - a. Evaluate opportunities for expansion of public transportation, carpooling/vanpooling incentives, bike-sharing programs, and bike and pedestrian-friendly infrastructure for employee access to industrial and freight-related worksites.
  - b. Identify potential locations for workplace charging of employee electric vehicles at existing industrial businesses or within walking distance of those businesses.
  - c. Identify existing programs or grants that can assist with implementing workplace charging of employee electric vehicles.

### **Site- and Employer-Specific Transportation Reviews**

- 6. Assessment of employee parking, truck parking, loading & unloading areas, and travel demand management programs at notable freight and logistics sites and employers. To

the greatest extent, this review should cover the most influential sites and employers and represent the types of freight and logistics activities in the study area. The review may be conducted via surveys of freight and logistics businesses, stakeholder interviews, or other methods as will be described in the Task 1 Stakeholder and Outreach Plan. This work should be coordinated with Task 2 Engagement activities. This will include an inventory of the presence of and feasibility for:

- a. Permeable pavers or surfaces
- b. Green parking lots
- c. Bike parking
- d. Carpool/vanpool priority spaces
- e. On-site showers (for bicycle/pedestrian commuting)
- f. Promotion of travel demand management programs to employees
- g. Other programs, topics, or infrastructure relevant to the study area

### **Supply Chain Sustainability**

7. Identify freight and logistics companies practicing sustainable supply chain management. This would be conducted through Task 2 Engagement activities, which could include surveys of freight or logistics businesses, stakeholder interviews, or other methods as will be described in the Stakeholder and Outreach Plan (Task 1). This could include:
  - a. Company-specific sustainability goals.
  - b. Participation in the Environmental Protection Agency's (EPA) SmartWay program to improve supply chain efficiency.
  - c. Tracking of fuel use and freight emissions (and any offsets).
  - d. Eliminating internal system deficiencies (i.e., no idling while waiting for loading, etc.).
  - e. Others identified through stakeholder interviews.

This task will include assessing how the Subgrantee and jurisdictions within the study area currently fund transportation. This will also incorporate transportation funding trends at the state and federal levels.

Sustainability-related needs and opportunities will be identified based on the information gathered in the inventory and input from technical staff, stakeholders, and the public. Needs are broad strategies for addressing the problems/shortcomings in the study area and/or realizing the opportunities and building on the strengths identified in the inventory and assessment. These may include increasing the share of trucks in the study area using alternative fuels and energy sources, shifting truck movement from more congested to less congested times, reducing idling, shifting freight movement from trucks to rail, and shifting employee commute modes away from single-occupant vehicle travel. The assessment may also use any combination of regional and local area travel demand models, analytical tools, and methodologies that best suit the characteristics and issues of the study area and cost-effectively produce useful information. Needs and opportunities may be highly local, applying to just a small part of the study area, or relevant to the entire study area. The assessment connects problems and opportunities identified in the inventory with recommendations made in Task 5

## Recommendations.

Needs and opportunities will be described quantitatively when appropriate for the type of need or opportunity and with as much spatial precision as possible. This assessment will form a basis for developing plan recommendations, which are intended to address the region's sustainability needs and to realize the most relevant opportunities defined in this task. The assessment shall also consider whether freight trends and emerging technologies may change the need or opportunity in the future.

### *Deliverables:*

- *Inventory and Assessment Report (Draft and Final)*

## **Task 5: Recommendations**

Recommendations should provide precise actions for the Subgrantee and partners to address the needs or realize the most relevant opportunities identified in the Task 4 Inventory and Assessment. The recommendations may address any needs, opportunities, or other issues identified in the inventory and assessment task. Recommendations shall consider innovation and new technology wherever practical.

### Recommendations shall:

- Be vetted through a robust community engagement process and formally adopted by local government policy officials and/or the CID board as part of the final plan.
- Leverage and complement regional facilities, services, and programs to address local needs and priorities.
- Consider innovative projects, technological advances, electric vehicle charging needs, alternative fuel needs, access to jobs, connected and autonomous vehicles, and industry supply chain and logistics changes.
- Knit together previous plans and projects identified at the community level through previous freight plans, comprehensive transportation plans (CTPs), Livable Centers Initiative (LCI) studies, county/city capital improvement programs (CIP), CID work programs, corridor studies, and other initiatives previously undertaken within the study area.
- Be ranked based on performance criteria. The rankings can divide recommendations into tiers for short-term and long-term action plans.

A Short-Term Action Plan and Long-Term Vision Project List shall be developed. Regardless of the unique needs and priorities of the Subgrantee, the following general outcomes shall be achieved:

- **Fiscally constrained Short-Term Action Plan:** This is a five- to ten-year fiscally constrained list of transportation projects, policies, and actions that reflect currently available funding sources and feasible policy actions that can be taken by the Subgrantee

and by local government jurisdictions / CIDs in the study area. Developing this Short-Term Action Plan may require incorporating existing revenue forecasts or creating a new one. The Short-Term Action Plan shall be designed with a focus on implementation.

Additionally, the Short-Term Action Plan shall identify one to two pilot projects. These pilot projects will serve as test cases to evaluate the feasibility and impact of specific recommendations. The pilot projects shall include information from planning to implementation. Potential private-sector partners, including local freight-related businesses, shall be identified where applicable. Additional data on these projects shall be provided in the Recommendations Final Report (developed in Task 6 Documentation) to assist with potential grant applications, including the purpose of the project, a more detailed cost estimate, obstacles, possible partnerships, issues that may increase costs (i.e., utility upgrades), and other related data.

- **Fiscally unconstrained Long-Term Vision Project List:** This is a prioritized list of transportation projects, policies, and action steps necessary to support the plan's vision, goals, and objectives. This project list does not have to be fiscally constrained and may be broken into two tiers based on project ranking. Along with the Short-Term Action Plan, this will result in two to three tiers of recommended projects, policies, and action steps.

#### *Deliverables:*

- *Fiscally Constrained Short-Term Action Plan (Draft and Final)*
- *Fiscally Unconstrained Long-Term Vision Project List (Draft and Final)*

### **Task 6: Documentation**

The planning process shall conclude with the Recommendations Final Report and Executive Summary. The Recommendations Final Report shall describe how recommended projects, policies, and actions were developed, evaluated, and prioritized and will include the fiscally constrained Short-Term Action Plan and the fiscally unconstrained Long-Term Vision Project List. Summary information from previously submitted deliverables shall be included to support the development of the Short-Term Action Plan, Pilot Projects, and Long-term Vision Project List. A user-friendly Executive Summary will be prepared that explains the key recommendations and conclusions.

#### *Deliverables:*

- *Recommendations Final Report (Draft and Final)*
- *Executive Summary (Draft and Final)*

The use of innovative and creative approaches to documentation is encouraged. ARC shall receive electronic copies of each interim deliverable and the final plan. The plan website shall remain active for at least five years or until the next plan update, whichever comes first. If it is

desired to deactivate the site for any reason before either of these milestones, advance coordination with ARC is required so that electronic versions of plan documents can be archived appropriately.

To the greatest possible extent, system inventory, assessment data, and final project recommendations should be mapped in ArcGIS. Relevant geospatial files (preferably geodatabases) shall be provided to ARC upon completion of the freight cluster plan. Mapped information developed in other software, whether conceptual in nature or geographically accurate, shall also be provided in either the source format or exported into an intermediate format usable by ARC.

The minimum required deliverables for the completed plan, as defined in this work program and which will collectively constitute the Gateway85 Gwinnett Community Improvement District: Freight Sustainability Cluster Study, are the:

- Project Management Plan
- Stakeholder Engagement and Outreach Plan
- Inventory and Assessment Report
- Fiscally Constrained Short-Term Action Plan
- Fiscally Unconstrained Long-Term Vision Project List
- Recommendations Final Report
- Executive Summary
- Word and/or In-Design, PDF, Excel, ArcGIS, and other relevant electronic files

## **SCHEDULE**

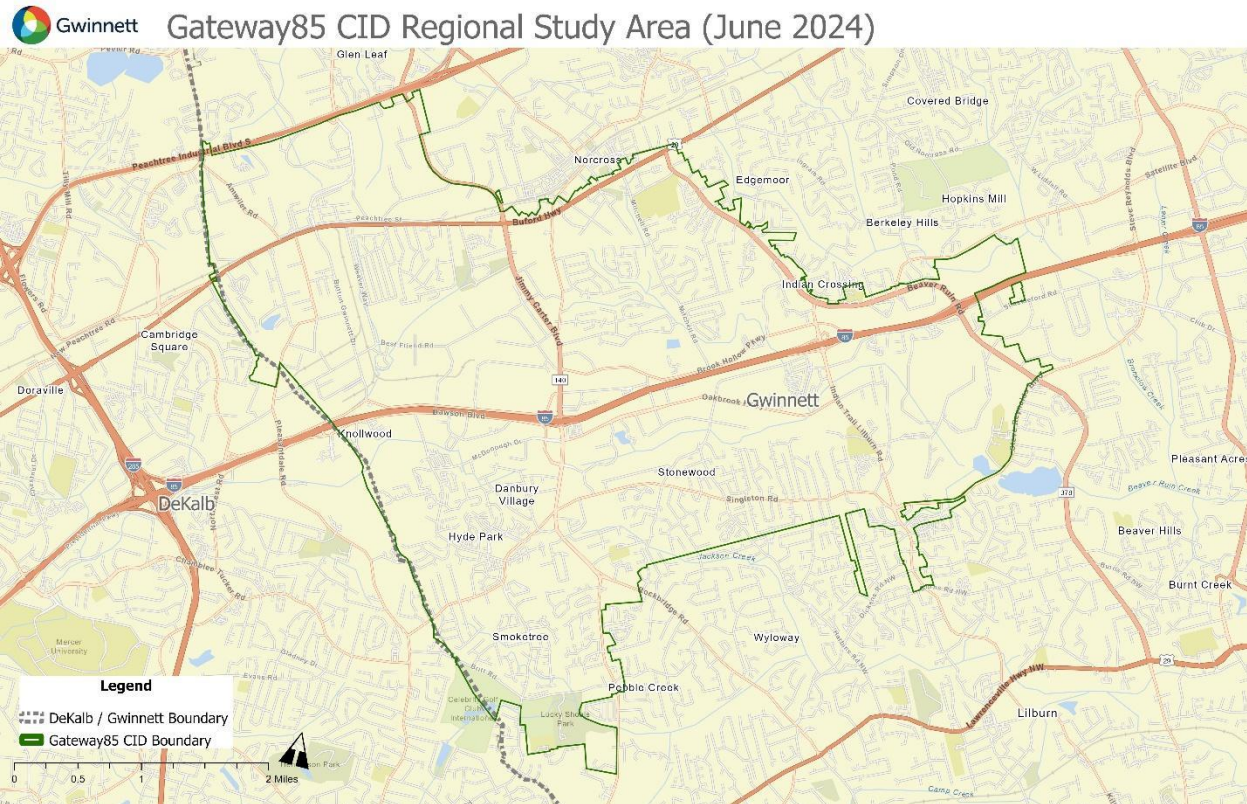
The Freight Cluster Plan should take 12-18 months to complete, including adoption by the CID Board. The main scheduling consideration within this program is to ensure coordination with project sponsors to develop deadlines for project deliverables in order to meet deadlines for project calls in future Transportation Improvement Programs (TIP) and Regional Transportation Plans (RTP). Funding opportunities from GDOT, FHWA, and other sources shall also be considered as the planning process moves forward.

All work and services required under this subgrant agreement shall be completed on or before April 30, 2027.



## EXHIBIT A-1

### Primary Focus Area



## EXHIBIT B-1

### Budget Estimate\*

Task	Description	Personnel Hours	Fee	Total
1	Project Management			
2	Engagement			
3	Best Practices Review			
4	Inventory and Assessment			
5	Recommendations			
6	Documentation			

**Direct Expenses (Not Included in Overhead):**

**Anticipated Budget for the Project \$312,500**

\*Note that during the study process, the team may request be allowed to shift funds from one task to another, with CID approval, as long as the total budget is not exceeded.