



**REQUEST FOR BIDS**  
**BERKELEY COUNTY DEVELOPMENT AUTHORITY**  
**MARTINSBURG, WEST VIRGINIA**  
**HARLAN SPRINGS RD/CAPERON BLVD TRAFFIC STUDY**

The Berkeley County Development Authority (BCDA) is requesting sealed bids for a comprehensive traffic impact study (TIS). The study will be conducted at the intersection of Harlan Springs Road (CR1) and Caperton Blvd (CR1/8). Bids will be received until 1:00 p.m. EST on Wednesday, December 1, 2021, at which time all bids will be opened and read aloud. Bids received after that time will be unopened and given no consideration.

**Scope of Work:**

- Conduct a comprehensive traffic study during the time period of December 15, 2021 to January 15, 2022.
- Traffic data will be collected to find the am peak hour and pm peak hour and the average daily totals (ADT) of the impacted area.
- Prepare a traffic study for the Berkeley County Development Authority that summarizes the collected traffic data.
- Include recommendations based on traffic data.
- Determine existing level of service at the stated intersection and complete a traffic signal warrant analysis.



**Bid Content Requirements:**

- Statement of qualifications and experience of firm
- Total comprehensive cost of the traffic study and all corresponding documentation requested in the scope of work
- Copy of Business License and Insurance Certificate

Bids are to be submitted to:

Berkeley County Development Authority

Attn: Sandy Hamilton, Executive Director

300 Foxcroft Ave, Ste. 201

Martinsburg, WV 25401

Each sealed envelope containing a BID must be plainly marked as Traffic Impact Study and the outside of the envelope must bear the name of the bidder and their address. If mailed, the sealed envelope containing the BID must be enclosed in another envelope addressed to the Berkeley County Development Authority, as noted above. Additional information may be obtained by contacting the BCDA at the office address, noted above, by phone (304-267-4144 ext. 1), or email [shamilton@developmentauthority.com](mailto:shamilton@developmentauthority.com)

The Berkeley County Development Authority reserves the right to reject any and all bids.