



North Central Texas Council Of Governments

TO: Interested Parties

DATE: December 12, 2025

FROM: Dan Kessler  
Assistant Director of Transportation

SUBJECT: Request for Proposals for Training Sessions for Bicycle and Pedestrian Design Guides and Safe Routes to School Planning

The North Central Texas Council of Governments (NCTCOG) is requesting proposals from consultants interested in conducting Bicycle and Pedestrian Design Guides and Safe Routes to School Planning training sessions, which may include, but are not limited to the following:

1. American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities, 5<sup>th</sup> Edition.
2. National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide, 3<sup>rd</sup> Edition.
3. Public Right-of-Way Accessibility Guidelines (PROWAG) published in 2023.
4. Safe Routes to School planning and project implementation, including best practices, programs, projects, and policies.

This is an invitation to respond to the Request for Proposals (RFP). Proposers must submit one hard copy or one flash drive of the submission to Kevin Kokes, Program Manager, Land Use and Mobility Options, North Central Texas Council of Governments, 616 Six Flags Drive, Arlington, Texas 76011. Flash drives that are unreadable or contain corrupted files will be considered non-responsive. **Proposals must be received by 5:00 pm, Central Time, on Friday, January 9, 2026.** Proposals after that time will not be considered and will be returned unopened. The in-hand submittal will count as the official submittal.

In addition to the in-hand submittal, as NCTCOG is testing a new e-procurement system, NCTCOG will be releasing this RFP through the Bidnet Direct system and will accept electronic submissions through the system. A Bidnet Direct link will be included when the RFP is published. Proposers are encouraged to submit a courtesy response in Bidnet Direct to help familiarize themselves and NCTCOG staff with the system. If only a Bidnet Direct submittal is received, it will not be evaluated. The RFP will be available at [www.nctcog.org/rfp](http://www.nctcog.org/rfp) by the close of business on **Friday, December 12, 2025.**

Any amendments or updates to the RFP, as well as all questions and responses, will be posted on NCTCOG's website. Written questions concerning the RFP should be submitted by email to [TransRFPs@nctcog.org](mailto:TransRFPs@nctcog.org) by **5:00 pm, Central Time, on Friday, December 19, 2025.** We appreciate your consideration of this request.

DocuSigned by:

*Dan Kessler*

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Dan Kessler

AL:tmb

cc: Karla Windsor, Senior Program Manager, NCTCOG  
Emily Beckham, Program Manager, NCTCOG  
Procurement File