



August 26, 2019

## SUBMITTED QUESTIONS RFP 2019-10

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### Solano County Coordinated Short Range Transit Plan (SRTP) and Additional Items

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1. Do any of the fixed route operators currently collect APC data and if not, have any recently done a manual ridecheck/stop-by-stop passenger boarding count?

*SolTrans and FAST have AVL/APC systems, but have not been calibrated, as yet. None-the-less, output from their systems may be helpful and is available on request to the transit agencies, during on-boarding of the selected consultant. SolTrans and FAST operate the SolanoExpress services so the output may be helpful in the related "Additional Items" element of the RFP. The RFP includes a list of "Relevant Studies Completed", and, the list includes a document called "2018 On-Board Transit Survey" for SolanoExpress. That document includes a manual ridecheck at the "stop-by-stop" level for a specific time period in 2018. Raw APC data and ridecheck/stop-by-stop boarding counts are not relevant to the SRTP portions of this RFP. Consultant is required to follow MTC Resolution guidelines which focus on transit agency existing plans and studies. Consultant is not required to generate new service plans for the SRTP portion of the RFP though may be making recommendations on the need for such plans. The SRTP portion of this RFP is intended to focus on compliance with planning requirements and financial sustainability. Please refer to SRTP's completed in the previous interaction and the MTC Resolution.*

2. Have any of the operators recently completed a passenger survey and origin/destination analysis?

*If needed, such documents can be requested by the selected consultant as part of the on boarding process. The "Relevant Documents" includes a passenger survey completed for SolanoExpress in 2018.*

3. The RFP is a little unclear on how we should submit our bid. Are we supposed to submit a bid for the individual/coordinated SRTP as one bid (fitting within the \$200,000 budget) and also submitted separate proposals for the Additional Items listed as 12.1 through 12.4? If yes, this would certainly bring the total budget well above \$200,000.

*We are seeking a single consultant to complete the entire project. Bid must be submitted to support that framework; and, STA confirms the overall limitation of \$200,000, at this time.*

4. Will there be a project steering committee for this project? If yes, can you tell us who will be the members? Will you, Brandon, serve as the lead?

*At this time, we are not planning to have a steering committee for this project. The project manager is an independent consultant reporting to Brandon Thomson.*

5. Other than the Disclosure of lobbying form, are there any other forms required to submit with this proposal?

*Only forms and documents specifically called out in the RFP are required. Only items listed under "RFP Submittal Requirements" are required for the RFP process. A sample proposed "Contract Contract" is included for reference and includes certain submittals required upon engagement.*

6. On page 8 of the RFP document in the RFP Submittal Requirements section, it states that a copy of the RFP shall be included in the appendix. This RFP also requests that we submit 8 hard copies. Does this mean we need to include the RFP in the appendix of all 8 copies? Also, we want to clarify that the RFP included in the appendix is not included in the page count?

*Agency will accept the hard copies without the RFP included in the appendix. Please submit hard copies with notation that RFP copy has not been included per approval from issuing agency, at the appendix location of the submittal.*