

QUESTIONS AND ANSWERS FOR RFP #2021-05:

Community-Based Transportation Plan (CBTP) for City of Suisun City

1. Will a Participatory Budgeting process be expected for this Plan?
 - While there is not currently an expectation for a Participatory Budgeting Process, it may become an option based on funding availability.
2. Confirming there are no expectations or requirements for involvement of a SBE and/or DBE?
 - No
3. Have representatives for the Project Leadership Team already been identified?
 - No specific representatives, however, representative agencies have been identified.
4. Regarding Chapter 2 of the CBTP (Currently Offered Transportation Programs/Services in Suisun City), what specific data on program usage, costs, and qualitative benefits will be provided to consultants?
 - Specific Mobility Program usage including Ridership and costs; public transportation ridership data as available; STA is currently pursuing the availability of big data for commute patterns.
5. As we continue to navigate COVID-19, what are the short and long-term expectations for public outreach activities to occur in person?
 - Public Outreach activities will be determined by CDC/County guidelines.
6. How many outreach events should the consultant plan to conduct for Tasks 4 and 6?
 - Minimum of 4 for the public/community based organizations – at least 3 for initial input and 1 for feedback/prioritization.
7. Aside from the Project Leadership Team, what, if any, expectations are there to brief specific City Departments and/or City Council?
 - A presentation to Suisun City Council will be expected.
8. Aside from the Project Leadership Team, coordination with STA project manager, and activities outlined in Tasks 8 and 10, what, if any, expectations are there to brief STA-specific groups (e.g. STA Consortium, STA TAC)?
 - As outlined under item 10 in the Scope of Service Tasks, presentations to STA Committees and STA Board are expected.
9. In the RFP Submittal Requirements section there is no number 5. Is there a section missing or should we number these sections accordingly?
 - Please number accordingly. There is no section missing.
10. Are the Additional Relevant Information pages included in the page count?
 - No

11. Do subconsultants need to submit a 10-H form?
 - Yes, subconsultants will need to submit a 10-H form if the primary firm is selected.
12. Could you provide Attachment A and Attachment B? They seem to be missing from the RFP.
 - Attachments A and B are now posted on the STA website.
13. Would a table of contents be counted towards the page limit?
 - No.
14. Would STA consider an electronic submission only due to ongoing office closures/limitations due to COVID-19?
 - No. Firms must submit one (1) hard copy and one (1) digital copy in PDF format of your Proposal to the STA office no later than 4:00 PM on Friday, June 4, 2021.
15. Are cost proposals submitted by proponents required to comply with federal acquisition regulation (FAR) part 31 (federal cost principles for-profit entities)?
 - No. This contract will not be audited using federal provisions.