

Nine Rural Transportation Development Plans/Climate Resiliency Strategies Update and Coordinated Human Services Transportation Plan Update

Responses to RFP Questions

1. Will Kern COG provide responses to bidder questions submitted prior to the deadline earlier than November 1, 2024?

Responses will be provided as soon as possible

2. Please confirm the selected consultant will have access to all data associated with Kern COG's 2022/2023 household travel survey.

Yes. [Central California Travel Study – Findings Report](#)

3. Regarding bidder interviews: The RFP cites possible dates of Nov 8 through 15. Will said interviews be conducted virtually or in- person?

Kern COG will coordinate with the consultant to schedule interview in a way that suits both parties either virtually or in person.

4. Regarding monthly project status meetings. Should bidders budget to conduct all such meetings in-person, or will virtual meetings be considered?

Monthly meetings will primarily be held virtually, unless there is a need for an in-person meeting.

5. Is the project steering committee discussed in Task 1.2 (page 6) the same as the advisory committee (project steering committee) discussed in Task 5.1 (page 9)? Is formation of the committee included under Task 1.2 with meetings included under Task 5.1?

Yes

6. When will data/deliverables from CalSTART's portion of the project be available to the selected consultant?

All information available will be shared as it is delivered by CALSTART.

7. Will Kern COG or the selected consultant be primarily responsible for the formation of the project steering committee?

The formation of the steering committee will be the responsibility of the Consultant, but Kern COG will provide recommendations.

8. The deliverables in Task 7 include separate TDPs for each operator and a Coordinated Plan. Will there also need to be some type of regional summary document for the project as a whole, or will the individual TDPs and Coordinated Plan suffice?

The TDPs and Coordinated Human Services Transportation Plan will suffice

9. Should bidders budget for a presentation to every transit operator's governing body (in addition to Kern COG's TTAC and TPPC) at the conclusion of the project?

The presentations are planned for the TTAC and TPPC. Virtual presentations for the transit operator governing body will be conducted only if requested.

10. Recognizing there can be additional time/effort necessary to transcribe paper records into an electronic format, can you confirm all nine of the municipalities covered by the TDP effort have electronic ridership, operations, and financial data?

Electronic ridership is not guaranteed for all transit operators. Operations and financial data are available electronically.

11. We are committed to sustainable business practices that reduce the environmental impacts of our operations. Would Kern COG consider allowing submittal of electronic copies only via email instead of a printed and shipped copy?

Please follow RFP instructions for submittal.

12. If a printed copy is required, how does Kern COG wish to receive the electronic PDF copy? Via email or on a USB shipped with the printed copy?

USB shipped with a printed copy

13. Under Proposal Requirements, 12. Attachments, it states, "Attachments to be included at the end of the proposal are as follows." Does Kern COG wish for proposers to include all of these pages with their proposal? If we address Attachment C. in our approach to the scope of work in the Detailed Work Plan must we include those pages.

Yes

14. Under proposal item 6. Budget and Billing Format, c) Budget and Cost Breakdown, iv. Sub-Consultant Fees it states that Subconsultants must provide the same cost data detail as the prime contractor (see Table 1 and Table 2). However, Table 1 and Table 2 seem to be missing. Can you provide or clarify if this is referring to Attachment B?

Yes, attachment B includes the Tables 1 and 2 referred to in section 6.

15. In section 10. Summary of Qualifications, it states that "Proposals shall include a summary of the firm's qualifications, including resumes of assigned staff" However, resumes are also referenced in section 5. Management Approach as "a resume for each professional (included in an appendix)." Can you confirm that resumes can be placed in an appendix?

Yes, resumes can be placed in an appendix. Ensure the appendix is referenced in the appropriate sections.

16. Does Kern COG have an anticipated date that they will respond to the questions? Given the due date, and printing & shipping times required to meet the Nov. 7th deadline, it would be helpful to know when to expect the final answers.

Responses will be provided as soon as possible

17. To what extent can community outreach and meetings be coupled with the scope specified for CALSTART in Attachment C?

This would have to be coordinated with CALSTART if CALTSTART is in agreement.

18. The sample contract in Section VI.D. specifies a ten percent retainage until project completion, but Section XXI in the prompt payment subsection contains several options, some including no retainage, and one with incremental release of retainage. Retainage is

less common for planning projects. Would Kern COG advise whether it would consider removing the retainage requirement or if one is intended, if there will be incremental release of the retainage over the project performance?

It is Kern COG's policy to require a 10% retainage for all projects. The retainage require cannot be waived.

19. Is it possible to extend the deadline?

Unfortunately, the deadline cannot be extended.