

Questions and Answers Regarding the Low Stress Shasta RFP

#	Questions	Answers
1	Are the conceptual designs developed in collaboration with your staff or does our firm need to develop the designs?	SRTA is partnering with local partners (agencies, tribes, and other entities capable of implementing active transportation infrastructure projects), so the successful proposer (and subconsultants if appropriate) would need to collaborate with SRTA and its partners on developing designs, informed by public input. If your firm is not capable of developing the designs, it is recommended to develop a proposal with another firm that has that capacity.
2	Are “work authorizations” analogous to a “task order”?	Yes.
3	The contract that’s ending is with Kittelson, right?	Yes, Kittelson is the lead consultant in the current contract with SRTA. There are also a few subs (AIM, Toole Design, and Evan Brooks Associates).
4	Regarding the cost proposal, should it be for the anticipated budget of up to \$1.1 million, or for the guaranteed budget of up to \$400,000?	Please plan for an anticipated budget of up to \$1.1 million. However, be strategic with your proposal, because up to \$700,000 is dependent on receiving a competitive planning grant. It is recommended to set the proposal up in a way that part of the services is triggered upon SRTA’s receipt of a planning grant award.
5	Should community-based organizations (CBOs) be part of the consultant team, or should these partnerships be set up outside of the contract?	For the proposal, CBOs should not be included as part of the consultant team. Please just reserve a line item of the budget in your proposal for CBO involvement. CBO involvement

		will ultimately be determined by local partners on a project-by-project basis.
6	Please expand on what you're looking for on page 17, 3 rd bullet under "Additional Information," where it says: Proposer should provide a summary of experience achieving approval, clearance, and permitting according to local, state, and federal regulatory requirements.	This bullet is just asking the consultant to please summarize your experience working on projects for government agencies and responding to/meeting demands unique to these kinds of projects (e.g. familiarizing your team with funding program guidelines to meet grant requirements; responding to agency requests for invoice formatting to meet reporting requirements, etc.).
7	Will the interviews be in person or remote?	Remote. Interviews will be conducted by Zoom. Proposers will be given an opportunity to introduce themselves, deliver a short presentation, and respond to a few questions. An RFP addendum regarding preparation for the interviews will be added to SRTA's bid postings page soon. Please consult the preparation guide for further information.
8	The DBE is described as both a requirement and a goal. Can you elaborate on that?	DBE is part of the scoring criteria. If your firm or one of your subs is a DBE, your proposal will get the five DBE points. The consultant awarded the contract will also have to meet DBE requirements, including stating how much of the work will be performed by a DBE.