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December 1, 2021

Procurement:

Request for Qualifications

Pre-Qualify Firms to Operate the C/CAG-VTA Travel Demand Model in
Support of Transportation Analysis and Planning in San Mateo County

QUESTIONS AND ANSWERS

Question 1: Will consultants on the current pre-qualified consultant list be expected to submit SOQ's for this RFQ?

Response 1: Yes, agreements with the current pre-qualified consultant list is set to expire soon so they will need to submit SOQ's.

Question 2: Under Attachment A, Attachment A: Preliminary Scope of Work. How will proprietary scripts be considered under task: Improve or modify code for automated procedures that generate standard reports and/or graphics for analysis or presentation purposes?

Response 2: C/CAG staff presented a list of possible tasks C/CAG may contract with the pre-qualified consultants to provide travel demand modeling services on upcoming projects on an as-needed basis. Should this specific task be needed in the future, C/CAG will work with legal counsel as part of the scope of work development.

Question 3: In Section VII. Form of SOQ, Item 5f, please expand upon the sample work products requested.

Response 3: C/CAG staff would like consultants to describe their experience and description of deliverables of travel demand modeling services through previous work on transportation projects and/or transportation planning efforts.

Question 4: Is Caltrans Exhibit 10-k required to be submitted as part of the SOQ package?

Response 4: No. C/CAG may select one or more qualified consultants ("Consultant Bench") with which C/CAG may contract to provide travel demand modeling services on upcoming projects on an as-needed basis, with which a Caltrans Exhibit 10-k may be needed to submitted through a mini-RFP process with the consultant bench should the project be funded in whole or in part with federal funds.

Question 5: How many firms will be selected to be on the consultant bench?

Response 5: C/CAG staff would like to retain the current number of consulting firms on the pre-qualified list (six firms), but staff is considering expanding the total number of consultants selected to be on the consultant bench.

Question 6: What will happen to any current work a firm on the existing pre-qualified list is currently working on should they not be selected to be part of this pre-qualified consultant bench as part of this current RFQ?

Response 6: As stated in the RFQ, contract negotiations, including contract end dates, for existing work remains between the project sponsor/member agency and the pre-qualified firms.

Question 7: As a follow up to Question 1, will C/CAG staff consider an extension to the submittal date?

Response 7: In order to maintain the desired timeline to assemble the Consultant Bench, the deadline of December 15, 2021 to submit SOQ's will remain.

Question 8: Is Caltrans Exhibit 10-H2 required to be submitted as part of the SOQ package?

Response 8: No. C/CAG may select one or more qualified consultants ("Consultant Bench") with which C/CAG may contract to provide travel demand modeling services on upcoming projects on an as-needed basis, with which a Caltrans Exhibit 10-H2 may be needed to be submitted through a mini-RFP process with the consultant bench should the project be funded in whole or in part with federal funds.

Question 9: Is hourly rate information required to be submitted as part of the SOQ package?

Response 9: Hourly rate information is not required as part of the SOQ submittal.