

TCRTA On-Call Services RFP Q&As

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Both task orders

1. Please clarify whether this work is intended to be an 'on call' versus a full proposal of method / fee. It is labeled as an 'on call' and Section IV 4 outlines that all work is authorized via Task Order, however Section II asks for a methodology that resembles a full scope and also requests a full cost and budget. Can you please clarify the contracting expectations?

The work is intended to be "on-call" authorized via task order. Qualifications and cost per hour for team members.

2. The Scoring Criteria table shows 5 points awarded to DBE participation, but the RFP does not state how these points are determined. Is there a DBE requirement? We note that V 14 shows a DBE goal of 13.5% but we also understand that non-federal funds are being used. Please clarify. If federal funds are being used, then the local preference points cannot be used.

The project(s) are being funded by state and local sources therefore no DBE requirement is necessary. The RFP and scoring table has been updated to reflect.

3. We understand that firms can bid for either or both of the identified services. If we bid for both, does TCRTA desire us to provide two separate bid documents, or should both be included in one proposal?

Two separate bid documents or two sections of the same bid document.

4. Items V 1 and V 2 – Firm Experience and Quals and Project Understanding have 15 page limits. If we are proposing for both the Transit Planning/Operations Services and the Project Management Implementation, are we allowed 15 pages for each service?

Yes

5. Depending on the responses to these questions, we anticipate needing more than two weeks from the release of TCRTA responses to questions to tailor our proposal. Can TCRTA extend the submittal deadline until April 4, 2025?

Yes, RFP deadline has been revised to April 4, 2025 and proposal schedule revised accordingly.

On-Call Transit Planning/ Operational services

6. The Transit Planning/Operational Services scope is quite broad for the proposed budget. Can TCRTA prioritize the most important tasks so that we can structure our proposal to be most responsive to your needs?

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Priorities: FTA Grant Support, NTD Reporting, Transit Finance/Accounting, Staff Training.

7. Is there an expectation on how TCRTA anticipates the 250K fee to be distributed across the six scope areas?

TCRTA will work with the selected team to identify an optimal distribution. A total of \$500 k is expected to be available through June 2026 and an additional \$250 k through June 2027.

On-Call Transit Project / Implementation

8. Will this on-call be used to spend the full \$1 million for design that has been set aside for fleet facility design (attachment A)?

No, the On-call services is for the overall project management of each phase environmental/design construction and installation. \$1 m has been budgeted for the environmental and design phase. \$8.7 m for construction phase and procurement and installation of EV charging units.

9. Attachment A states that “the immediate task at hand.....leaving an infrastructure budget of \$8.7 million for construction, equipment procurement, and xxx?” Is there something else?

“construction, equipment procurement, and installation”. RFP revised to reflect.

10. We understand TCRTA is focusing the first ZEB implementation for the Dinuba and Tulare city routes (Routes D1/D2/D3/D4 and Ti/T2/T3/T4/T5/T6). Is this correct?

Yes, that is correct.

11. Can you provide the locations of the Dinuba and Tulare bus facilities.

Dinuba Yard (Dart)

1088 E Kamm Ave, Dinuba, CA 93618

County Central Yard (TIME)

25430 Rd 140, Tulare, CA 93274

Tulare Transit Center (Opportunity Charging)

360 N K St, Tulare, CA 93274

The City of Tulare is exploring the possibility of moving their Corporation Yard so TIME vehicles will charge at the County Central Yard.

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TCAT will continue to operate CNG until a possible transition to Hydrogen in 10 years.

12. What is the scope of the design for each depot? Is TCRTA planning features like a solar canopy, battery storage, or other elements? These will influence the design cost. Does TCRTA already have conceptual design documents that lay out the planned site?

TCRTA would like to explore Plan(Concept)/Design/Build concurrently for EV Charger implementation. TCRTA is interested in a microgrid and battery backup at the County Central Yard. TCRTA has millions of dollars in ZE Grants that are at risk and no access charging facilities. Tick Tock. Tick Tock.

13. The scope item #2 is “Zero Emission Bus Procurement”. What support is TCRTA seeking regarding procurement? Technical support when crafting an RFP? Or more detailed?

Consulting on best available EV Buses for TCRTA Routes and training on bus procurement.

14. Will TCRTA award one firm per service category (one for Transit Planning/Operations and one for Project Management/Implementation), or will multiple firms be selected for each contract to provide on-call services?

One firm will be selected per category. Although firms may bid on either or both projects.

15. If multiple firms may be selected, will assignments be distributed equally, or will task orders be competitive among selected firms?

See response to previous question.

16. Under V. Proposal Requirements, there are two sections labeled "Project Personnel"—one with a 3-page limit for the Project Manager and another with a 10-page limit for all professional personnel. Should the 3-page section focus solely on the Project Manager, while the 10-page section covers all key personnel? Also, are resumes considered part of this 13 page maximum?

Yes, focus on the Project Manager 3-page. No resumes may exceed the 13-page maximum within reason.

17. Under the Transit Planning/Operations category, do firms have to be able to perform all numbered areas (1-7) shown on Attachment A, Scope of Services or can speciality firms apply?

Ideally firms should be able to perform the tasks indicated in the Scope of Services.

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18. Under the Project Management/Implementation section, are you seeking grant management type work or having the consultant work on developing an RFP to find a firm to perform the design/environmental phase and later manage the other phases (e.g., acting as TCRTA staff extension)?

Yes RFP/RFQ support and management of each phase environmental/design, construction, procurement and installation.

19. Can you provide the JPA Agreement that forms the Agency?

Yes. Will post on RFP webpage.

20. The Methodology Section states: Prospective consultants shall describe the overall approach to the project, specific techniques that will be used. The schedule shall also be included in this section. Content in this section is to be determined by consultant. Reviewers will be assessing, among other things, consultant's outreach methodology and transit planning expertise. (15 page maximum) In this context, is TCRTA considering outreach to be focused on internal/institutional stakeholders, or is there an expectation of external (public-facing) outreach?

Although the On-call Services team may help with both types as needed, this section is more applicable to the Short-Range Transit Plan RFP.

21. Methodology and Project Personnel Page Limits: Thank you for clarifying that if we are proposing on both the Transit Planning/Operations Services and the Project Management/Implementation tasks we can use up to 15 pages for each of the two services in the Firm Experience and Quals and Project Understanding narratives. Does this also apply to the Methodology and Project Personnel section?

Yes of course.

22. TCRTA has identified the sections and topics that are to be provided in the proposal. Can we reorganize the order of these sections rather than following their order in the RFP?

Yes of course.

23. Interview Notification. Thank you for providing the April 10 interview date. Section 4c on page 7 states that we will be notified for the interview on March 18. Can you please update this date.

RFP undated. Proposers will be notified by April 14th for interviews conducted on April 17th, 2025.

24. Do we need to submit the Attachment D DBE form as there is no DBE requirement?

Correct. No need to attach Attachment D DBE for On-call Services Proposal.

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25. Will there be an opportunity for the work under this contract to inform the upcoming Short Range Transportation Plan and vice versa, or will the two project be kept separate?

Although separate projects, TCRTA may rely on the On-call Services Team to provide information and review SRTP deliverables as needed.

26. Does TCRTA have an existing fleet replacement schedule? If so, can you share it?

TCRTA will post ZE Bus Rollout Plan on RFP website. Please note that City of Porterville is no longer a member of the JPA.