



Questions and Answers

Request for Proposal: WRCOG & SBCTA Regional Climate Adaptation Toolkit for Transportation Infrastructure

The following responses have been prepared pursuant to questions asked by potential bidders on the RFP.

QUESTIONS FROM PRE-PROPOSAL MEETING

1. What is the role of Caltrans

Response: Caltrans is providing grant funding through the 2017 Adaptation Planning Program. WRCOG and SBCTA will engage Caltrans in the program at various stages, including the outreach components of the Scope of Work. WRCOG and SBCTA are also responsible for submitting quarterly progress reports and two case studies at the inception and conclusion of the project.

2. The project timeline says 22 months, what is the actual timeline.

Response: Per the grant funding restrictions, the project must be completed by February 28, 2020

QUESTIONS RECEIVED AFTER PRE-PROPOSAL MEETING

No questions were received after the pre-proposal meeting.

Attachments: Pre-Proposal Meeting Slides—including preemptive questions and answers.

WRCOG/SBCTA Climate Adaptation Grant

Pre-Proposal Meeting

June 26, 2018



Agenda

- Project Background
- Scope
- Budget
- Project Schedule
- Schedule
- Contract Information
- Potential Questions



Project Background

- Caltrans Planning Grant funded by SB 1
- Joint application between WRCOG and SBCTA
- Envisioned as a two-phase project
- Grant funded Phase 1
- Phase 2 would be dependent on future grant funding



Scope

1. Regional Climate Collaborative
2. SBCTA Transportation and Community Vulnerability Assessment
3. City-Level Hazard and Evacuation Maps
4. Climate Resilient Infrastructure Guidebook
5. Regional Climate Adaptation & Resiliency Template



Budget

- \$505,000
- Task 1 will be performed by the Local Government Commission and contracted separately (Regional Climate Collaborative)



Outreach

- Assume that outreach is conducted by LGC, which will form the Inland Empire Regional Climate Collaborative
- Additional outreach will be completed by Project Team to WRCOG and SBCTA Committees
 - Public Works Directors
 - Planning Directors
 - City Managers
 - Elected Officials
- Include a Minimum of 10 Committee Presentations



RFP Schedule

- Questions from Vendors Due: July 9, 2018 (5:00 p.m.)
- Answers Posted: July 12, 2018
- Proposals Due: July 27, 2018 (5:00 p.m.)
- Interviews Week(s) Of: August 13 and August 20
- Vendor(s) Selected (Anticipated): August 27, 2018



Project Schedule

- Work Commences (Anticipated): Early September 2018
- Completion of all Tasks by: February 28, 2020



Contract Notes

- WRCOG will manage the contract
- WRCOG Standard Professional Services agreement will apply
- WRCOG generally does not make changes to our PSA
- WRCOG will not reimburse for RFPs



Potential Questions

- Who Will Be Reviewing RFP's?
 - Staff from WRCOG, SBCTA, Caltrans, and other agencies
- Will You Tell Us the Review Panel Members?
 - No
- Would You Consider Extending the Deadline?
 - No, unless there is a significant change in the RFP



Potential Questions

- Will You Make Significant Changes to the PSA?
 - No
- Can Our Team Propose Additional Outreach?
 - You are welcome to do so if you can accommodate it within the budget and still provide sufficient resources to other activities
- Can We Include Optional Tasks?
 - You can; however, each proposal will be judged for the tasks within the approved budget.



Potential Questions

- Does WRCOG Have a Preference For The Team Composition?
 - We do not feel strongly that an Environmental, Engineering or Planning firm is better suited to this effort.
- What Factors Do You Prioritize During Selection?
 - Our experience has been that the experience of key personnel is a major factor in the successful completion of a project. We prioritize staff experience much more so than firm experience.



Potential Questions

- How Will You Evaluate The Cost Proposals With a Set Budget?
 - We will look to see which firm provides us with the best mix of staff and hours within the set budget.
- What Other Suggestions Do You Have?
 - We strongly recommend that proposers consider providing brief examples of their work and other applicable work to demonstrate how this effort might benefit from past experience. We have no desire to reinvent the wheel.



Potential Questions

- Any Other Advice?
 - Both WRCOG and SBCTA have a strong interest in developing and implementing plans. We would ask that all proposers consider their proposed approach in terms of tangible results. We are not interested in the most advanced plans and techniques if they can not be implemented.
 - Consider that Riverside and San Bernardino have significant geographic, climatological, economic, and social diversity. Please consider how best to address these issues within this diversity.
 - Understand that WRCOG and SBCTA member agencies have limited resources and it will be incumbent on the winning Team to develop materials and approaches that can be easily digested by these agencies.



Other Questions?

