

RFP 2017-04: MPO Regional Coordination Structure Research and Best Practices for The Tampa Bay Region

Questions and Answers Sheet

1. If one organization is exploring the possibility of joining more than one team (non-exclusive) for this proposal, does the language in Section 1.10 prohibit such an approach?

No. If it is one proposal that is submitted per team, and no other department with the teaming firm is submitting another proposal independently, the submission will be accepted.

2. Will the 45-day public comment period under Project Approach follow the delivery of the final report on November 27?

Yes, the public comment period, as referenced under Section 4.2.2. Project Approach will commence following receipt of the final report.

3. Has TBARTA identified any preferred peer regions to focus on during the case studies and best practices phase of research?

Yes. Through stakeholder input, several regions have been identified as being areas of interest. These include SANDAG, Puget Sound, Dallas-Fort Worth, and others listed in page 39 in the RFP. However, the research is not to be limited by these, as there may be others appropriate to examine as identified in the first Collaborative Labs workshop, and Research Phase I, Existing Conditions.

4. Under a team arrangement, will references be required for the sub consultant, or just the primary consultant?

Services references (Appendix H, page 63) will be required only for the primary consultant in the proposal.

5. What is TBARTA's DBE goal percentage?

TBARTA encourages the use of DBE entities according to 49 Code of Federal Regulation Part 26 ([49 CFR Part 26](#)). Best efforts to meet these requirements are sufficient.

6. Does the DBE participation form need to be filled in by the prime and all Subconsultants? And, should the form be separate from the rest of the proposal or included as part of the full submission?

Only the prime consultant need fill out the DBE form. The form should be included as part of the full proposal.

7. Is there a request for a fee proposal on this contract?

The desired response to the RFP is a fixed price contract proposal, including any sub-consultant fees, broken down by task. However, a contractor that wishes to propose a contract method other than this type may submit an alternate proposal for that other preferred method. The alternate proposal shall be reviewed and may be considered for award. The contract must also reflect that payment would be provided upon acceptance of deliverable memorandums as shown in the SOW.

8. What services will Collaborative Labs provide during the workshops?

The services provided by Collaborative Labs, or another meeting facilitator, are expected to include access to and use of a flexible meeting space, or capability to bring the collaborative environment to another venue of choice; provide technology capable of interactive based consensus building and data gathering; real-time documentation of group input; and, staff assistance with workshop facilitation.

9. Section 2.8 of the RFP, Liabilities Against TBARTA, appears to be based on strict liability. Would consideration be given to modifying the specified terms changing “for the sole negligence” to “to the extent of the negligence”, and adding the underlined in the following statement, “resulting directly or indirectly from the negligent, reckless or wrongful performance of”?

TBARTA concurs with this request, and has amended the RFP in an [Acknowledgement of Amendment](#) to reflect this change.

10. Section 2.23 specifies the proposer must carry Owner’s Protective Liability (OPL) Insurance. Based on the nature of services to be provided, this is not customary. Would TBARTA consider amending this stipulation?

TBARTA concurs with this request, and has amended this section of the RFP in an [Acknowledgement of Amendment](#) to require additional insurance coverage in lieu of OPL.

This document was updated on May 17, 2017.

The last day for proposers to submit written questions was on May 12, 2017.