



RESPONSES TO RFP QUESTIONS

Re: **Comprehensive Plan for Regional Transit and Land-Use Network Planning**

RFP released August 12, 2025

1. Reviewing the workscope and schedule, we believe that the turn around time for the proposal is too short for us to be able to develop the creative approach necessary for this important project. Therefore, we would like to request an extension of the deadline to allow for all responders to prepare thorough and vetted approaches.

Response: HCAOG is extending the submittal deadline. The RFP is hereby amended as follows:

Complete proposals must be received via electronic delivery (email) no later than 5:00 p.m. PST on **Tuesday, September 23, 2025**

IV. PROJECT TIMETABLE

The following dates represent HCAOG's best estimate of the schedule that will be followed with regard to this RFP process. HCAOG hereby reserves the right, at its sole discretion, to modify this tentative schedule as it deems necessary, including, without limitation, extending the deadline for submission of Proposals.

August 12, 2025 (Tue.) Request for Proposals (RFP) released

Aug 22 at 5 p.m. (Fri.) Deadline to submit questions regarding RFP

Aug 29 (Fri.) HCAOG deadline for responding to questions regarding RFP

Sept. 12 23 at 5 p.m. (Fri.Tue) Closing date for receipt of proposals

Sept. 15-22 24-Oct 1 HCAOG evaluation process

By Oct. 8 (Wed.) Prepare consultant services agreement

Oct. 16 (Thu.) Staff recommends award to HCAOG Board

Oct. 17-24, 2025 Execute contract

Between Oct. 17-24 or thereafter Project commences

2. The RFP strongly emphasizes the need to build partnerships. Is the expectation that the current Joint Powers Agency structure will remain, or is HCAOG looking for new overarching governance structures to implement this plan?

Response: HCAOG's current JPA structure will remain. This project does not include examining governance structures for HCAOG. Instead, potential governance structures may be studied, if needed, to strengthen partnerships between Humboldt Transit Authority and jurisdictions with public transit service.

3. The RFP states this project's transit network analysis will complement and expand the 2023 Transit Development Plan. Should the consultant assume the analysis in the TDP remains valid and can be reused, to be efficient with the budget?

Response: Not completely. The areas served by the Arcata & Mad River Transit Service, Eureka Transit Service, and Redwood Transit Service should be the main focus of network analysis. Remaining intercity service areas operated by HTA can safely be assumed valid as it is fairly straightforward to adjust these schedules if/as needed pending changes implemented to AMRTS, ETS, and/or RTS.

The HCAOG Board adopted the 2023-2028 TDP; their adoption did not imply that the Board either accepted or rejected implementing the recommendations for the different transit services and operators.

4. What does HCAOG see as the relationship between the recommendations in this project compared to the goals and recommendations of VROOM?

Response: They are closely connected and should align with each other to extent possible. While *VROOM 2022-2042* is forward thinking and ambitious, the PAACT planning project should balance ambition with achievable. It should be ambitious enough to support future grant applications, yet recognize current constraints on operating funding and facility constraints. One possible approach could be to develop recommendations for current funding and facility capacity, and another set of recommendations that move towards achieve the targets in VROOM. This is a suggestion, not a requirement. HCAOG will be looking to the consultant to advise on the best approach.

5. The RFP references the federal DBE policy and obligation. Does HCAOG have a percentage target for DBE participation? Are there any specific DBE requirements?

Response: HCAOG has an overall annual goal for DBE awards/commitment which is consistent with Caltrans' DBE goal; therefore, the overall goal is 21.35% (race conscious projection is 17.31%; race neutral projection is 4.04%). The project-specific federal award contract goal is currently being reviewed by Caltrans Headquarters, and is TBD.

This project is funded by a Sustainable Transportation Planning Grant with federal funds. Successful grant applicants are expected to market contracting opportunities to all small businesses, including DBEs and Disabled Veteran Business Enterprises. HCAOG has no other specific requirements for the grant award.

6. There is a discrepancy between pages 3 and 4 of the document. Page 3 lists September 12, 2025 as the closing date for receipt of proposals while page 4 states that "complete proposals must be received via electronic delivery (email) no later than 5:00 p.m. PST on Friday, August 22, 2025". Can you confirm which date is correct?

Response: September 12 was the correct due date. However, please see the response to question #1 herein.

7. We are currently working (under contract) with HCAOG. Should we clarify if there are any conflicts of interest?

Response: HCAOG does not consider being under a current contract, in and of itself, as a conflict of interest. Respondents must divulge any facts that do pose a conflict of interest.

8. Is HCAOG open to a shorter duration if proposed by the consultant, or is the timeline fixed?

Response: HCAOG could consider an alternative timeline. The project timeline must allow adequate time for all sub-applicants to participate.

9. Can you identify who will be reviewing the proposal, the RTPA, the working group, and/or subset of the working group?

Response: The scoring committee will be comprised of one or more staff members from HCAOG and HTA, a subset of the working group (likely one to three members), and may also include a member(s) from HCAOG's Technical Advisory Committee and/or Social Services Technical Advisory Council.

10. Are language services required? If so, which languages are required?

Response: At a minimum, public engagement announcements (written) will be required in Spanish. However, respondents to this RFP are not required to provide translation and interpretation services.

11. Per task 5, it refers to collecting existing conditions data. Please confirm we will only be building upon existing data rather than collecting new data?

Response: HCAOG, HTA, and the sub-applicants will share all available existing data. It is up to the discretion of the respondent/successful consultant team to collect additional data as needed to achieve the scope of the project.