



NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

REQUEST FOR PROPOSALS (RFP 2023-01) QUESTIONS AND ANSWERS

Below are the questions received as of April 12, 2023, by 12:00 P.M. Eastern Time, along with the corresponding answers:

Question: Would a firm with staff that serve/have served on a NVTA committee or working group in an advisory capacity or provided staff support to a member jurisdiction be considered to have a conflict of interest in pursuing this project? Are there any steps we need to take to ensure there is no conflict?

Answer: As has been the practice at NVTA, if a staff from a consulting firm who is currently serving in any of the NVTA committees/working groups is included in the team for a project the firm is working for NVTA (or submitting a proposal to NVTA), he/she is expected to recuse himself/herself from participating in any discussions related to that project at the respective committee/working group. This doesn't stop the person from participating in other activities of the Committee.

Question: Is it too late to add a short addendum to the RFP and/or encourage proposers to consider technology and automated vehicle opportunities in their proposals?

Answer: Various aspects of technology are clearly noted in the RFP. The RFP is silent (by design) on many operational issues such as propulsion, fuel, vehicle type etc. The RFP is focused on the regional network deployment and gives flexibility to potential system operators on such things as vehicle choice, operator methods and the myriad of operational decisions. This is consistent with the technology agnostic approach taken in NVTA's Transportation Technology Strategic Plan (TTSP). Task 1.2 on page 20 is an opportunity for emerging developments such as AV (autonomous vehicle) studies related to BRT/HCT and bus deployments to be included in the report. Task 2.5 Scenario Analysis does mention the technology scenario looked at during TransAction. Although the RFP doesn't call out Connected and Automated Vehicles (CAV) the review of TA scenario analysis includes that perspective.

Question: What is the role of various committees such as Transportation Technology Committee in the PDP-BRT?

Answer: Please see page 9, item d, paragraphs 4 and 5 for the role of the NVTA committees.

Question: What will be the composition of PDP-BRT proposal evaluation team?

Answer: Please see page 11, item 16. The evaluation team will be comprised of NVTA and jurisdictional staff as well as agency staff, the last two being the potential implementors of BRT systems.

Question: In addition to Spanish and Korean, are there other languages NVTA has received requests to have materials translated into?

Answer: No requests for additional language translations were received in the past. However, if such requests were made by a large number of people, we may want to follow up.

Question: Does NVTA staff intend to participate in pop-up events?

Answer: Yes, mostly as observers.

Question: Has NVTA found previous success with any particular online engagement/survey platform? If so, which?

Answer: NVTA do not have firsthand access to any particular online survey platform. As part of the TransAction contract, the consultant team had used the Metroquest platform and the services of Heart+Mind Strategies for surveys.

Question: Does NVTA have a particular online engagement/survey platform currently contracted or would NVTA be looking to the selected contractor to provide this as part of this RFP's scope and budget?

Answer: NVTA do not have firsthand access to any particular online survey platform. As part of the TransAction contract, the consultant team had used the Metroquest platform and the services of Heart+Mind Strategies for surveys. Similar services are expected as part of this RFP. NVTA does not expect to have a direct contract for online survey platforms as part of this RFP scope/budget.

Question: To support the line item on thought leadership pieces, what is NVTA's current relationship with the media? Are there specific outlets NVTA has existing relationships with?

Answer: NVTA has a list of local media contacts it uses for regular press releases and events.

Question: Does NVTA have a stakeholder or subscriber list that will be used as a starting point for community engagement, or will the contractor be building this list from scratch?

Answer: NVTA has a stakeholder and subscriber list that can be used as a starting point. See the last bullet on page 21 under task 1.3.

Question: For the monthly PPC, PCAC, and TAC meetings and the half-day work sessions, will the selected consultant be expected to facilitate or serve in a formal notetaking capacity during these meetings?

Answer: Consultants are expected to facilitate and do formal notetaking at special meetings such as Work Sessions and BRT Planning Working Group but not at the Statutory/Advisory committees such as PPC, PCAC, and TAC.

Question: Will you consider allowing for electronic proposal submissions rather than printed and bound copies?

Answer: As specified in Section C, item 5, a proposal package including a separately bound technical proposal and separately bound cost proposal, (one original document of each) is required. Additionally, a USB flash drive with a separate electronic copy of the technical and cost proposal are required.

Question: Are we able to offer incentives to people to complete a survey (e.g., entry into a drawing for a gift card)?

Answer: Incentives are allowed.

Question: Are we allowed to propose different approaches and timelines for the community engagement tasks?

Answer: In addition to responding to what is outlined in the RFP, alternative approaches and timelines may be proposed.

End of document
