



QUESTIONS & ANSWERS

REQUEST FOR PROPOSALS

Project BUS STOP ASSESSMENT 21T10

The Baltimore Metropolitan Council (BMC) provides written responses to questions regarding requests for proposals (RFPs). The following are questions and answers concerning the above-referenced RFP.

Q1. The header on the RFP says that the due date is 3/12/21. However, within the RFP it says 3/23/21. Can you please clarify the proposal's due date?

A1. The correct due date is March 23, 2021.

Q2. For planning and budgetary purposes, are you able to provide a GIS file with the location of the bus stops that are to be assessed?

A2. The files will be available at the start of the project. Four of the agencies have GIS and the fifth agency has a GTFS file.

Q3. A project of this nature with approximately 1600 bus stops would typically take a minimum of 12 months to complete. Due to COVID and other unforeseen issues, such as weather, completion of work by 12/31/21 seems impracticable. Is it possible to have the project's deadline extended?

A3. We are open to extending the timeframe for completion. Please indicate the timeframe you believe is adequate.

Q4. The previous study collected data regarding the accessibility of the route leading to/from the evaluated bus stops. Do you also expect this information (sidewalks, curb ramps, crosswalks, and ped signals) to be assessed or should only the bus stop itself and its adjacent amenities (sign, shelter, bench...) be analyzed and inventoried?



A4. The amenities at the bus stop should all be identified and include a cost estimate for improvements, if needed. We expect a cursory review of the presence of the nearest sidewalks, curb ramps, crosswalks, and/or pedestrian signals, within a quarter mile to be reviewed. No cost estimates are needed for these if they are not directly associated with the bus stop.

Q5. The RFP calls out 1600 bus stops, but the UPWP identifies only 700. Will you please clarify the number of bus stops to be evaluated under this project?

A5. The RFP is current, our members have identified 1600 bus stops to be assessed.

Q6. Will BMC consider allocating a portion of the 31.7% DBE participation goals to include firms that are certified as Small Business Reserve (SBR)?

A6. Unfortunately no, in Maryland, DBE includes WBE and MBE certified firms.

Q7. Can you provide clarification on what you want where?

Experience and Qualification – The offeror shall list its qualifications with regard to the selection criteria identified in this RFP. The summary should contain: (a) the information on projects of similar nature that offeror has completed, including brief descriptions, dates, and names of contact persons. In project descriptions, identify the roles of the identified project manager and key personnel. Please include links to relevant work if possible, and (b) the resumes of proposed project manager and key team personnel. (8 pages maximum)

Project Management – Designation of a project manager and the responsibilities of the manager and key personnel. Provide a summary of qualifications of the project manager and key staff for each firm. Note that the resulting contract will require commitment of the specified personnel. (5 pages maximum)

A7. More detailed resumes including project experience with similar work should be included in the Experience and Qualifications section. Shorter summaries shall be included in the Project Management section describing experience in the specific role. (i.e., Staff member X shall be designated project manager having led similar projects nationwide.)