



**QUESTIONS & ANSWERS
REQUEST FOR PROPOSALS
Transportation Land Use Connection Program Support
Project 22T16**

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. Can you provide any examples of preliminary design projects so we have a better understanding of the nature of the design work?

A1. This is the initial year of the program and we expect that this will be something that evolves with the program. The BRTB encourages members to submit project applications that will be innovative and reflect BRTB policies and priorities and improve transportation outcomes. These priorities include:

- **Multimodal Transportation Options:**
 - *The TLC program encourages planning and preliminary design of transportation infrastructure improvements that support the transportation / land use connection in established communities and economic activity centers. Projects may include bicycle and pedestrian facilities; transit alternatives; facilities for people with disabilities; micro-mobility; Safe Routes to School enhancements, freight mobility improvements, and transit stop/station or service improvements.*
- **Transit Oriented Development:**
 - *Feasibility, market analysis or site assessments to determine the viability of mixed use transit-oriented development projects or first/last mile strategies; outdoor public amenities; and improved bicycle and pedestrian facilities to and within Transit Oriented Developments as alternatives to automobile travel. Projects that enhance economic and community development, respect the area's cultural history, and strengthen connections between transit and surrounding neighborhoods are also strongly encouraged.*
- **Land Use Enhancements in Established Communities and Activity Centers:**
 - *The program encourages planning and preliminary design projects that support balanced and equitable development in the region's established communities and generators of economic activity (activity hubs and freight corridors). Such efforts are encouraged to align uses and as appropriate, increase employment or housing (especially affordable housing), support improved access to essential destinations, or identify improvements in multi-modal and freight mobility.*



- *Access to Transit:*
 - *The program encourages projects that improve access to transit. Such access improvements may include small area or station area planning, pedestrian, bicycle and micro-mobility connections, and other first-mile/last mile strategies.*
- *Regional Trail Connections:*
 - *The program encourages projects that advance the development of the Patapsco Regional Greenway and local trail connections to activity centers. Such projects may include connection feasibility studies or preliminary design tasks.*
- *Climate Change Adaptation:*
 - *The program encourages projects that address access, reliability, and exposure issues related to impacts from climate change (e.g., frequent storm-related flooding, nuisance flooding, increased exposure to extreme heat, etc.). The BRTB supported development of the Climate Change Resource Guide that provides examples of climate adaptation strategies that could be considered. Applicants are encouraged to consider how any projects might be adapted to address impacts of climate change.*
- *Projects that support Equitable Access for Vulnerable Populations:*
 - *The BRTB has supported development and maintenance of the Vulnerable Population Index (VPI) that identifies high concentrations of low-income and minority populations as well as a range of additional vulnerable populations, including: Non-White, Hispanic, Limited English Proficient (LEP), people with disabilities, seniors, and carless households.*

From these priorities, we anticipate contractual support is needed for preliminary design projects could include:

- *Support project meetings with BRTB member agencies (local, State, and federal agencies) to determine the scope and location of a proposed project;*
- *Identification or review of initial/preliminary project alternatives;*
- *Preliminary or schematic drawings with site plans and elevations;*
- *Conduct preliminary scan of environmental resources or areas of expected/anticipated impacts or undertake preliminary engineering and environmental studies and analyses;*
- *Preliminary design and engineering studies;*
- *Preliminary engineering systems description and analysis;*
- *Identification of preliminary alternatives and/or alignments;*
- *Initial or preliminary project purpose and need and/or project scoping;*
- *Preliminary engineering to develop initial cost estimates; identification of necessary federal approvals of design and/or location;*
- *Rendering of site massing, elevation, or facility interior/exterior spaces*
- *Site surveys*
- *Feasibility, market analysis or site assessments.*



Q2. Can you further explain the process for issuing task orders? Will BMC request proposals from each of the two pre-qualified firms or from just one? Is the five-day turnaround for a task proposal set or can it vary based on the complexity of the task?

A2. BMC anticipates work to be generally equally split. However, the issuance of task orders will be somewhat dependent upon the qualifications of the teams responding to the RFQ (and ultimately awarded a contract) and the needs of member jurisdictions who are awarded projects. We anticipate and expect to work toward a good match of qualifications and needs.

Regarding the "five-day turnaround", at this time we expect consultant responses to task proposals will vary on a particular project's complexity. We acknowledge that some projects may take longer for teams to fully respond to, but also expect to work closely with the awarded teams during our member project solicitation phase so as to identify and select projects that can meet our program priorities as well as align them with those contractor resources who are ultimately awarded contracts.

Q3. Will BMC consider the MWCOG TLC model of requiring prime firms to sign a "commitment to comply" with DBE requirements with the qualifications package and allowing the prime firms to submit DBE (or other) subconsultants that are tailored to the specific task proposal?

A3. We are not considering any change in the structure at this time. As mentioned above, this is the initial year of the TLC program and we expect that program and future contract requirements may change as we learn and the needs of our members evolve.

Q4. Are vendors required to be registered with SDAT prior to the SOQ submission date?

A4. Yes. The BMC will evaluate if firms are in good standing to receive an award and we utilize this website to determine standing:

<https://egov.maryland.gov/BusinessExpress/EntitySearch/Search>

Q5. Is the Statement of Qualifications Affidavit required in the SOQ submissions?

A5. Yes.

Q6. Can the BMC share the members of the selection committee for this RFP?

A6. No. We do expect that it will be a combination of BMC staff and BRTB member jurisdiction staff.

Q7. Does the BMC wish for subconsultant qualifications to be included in the Experience and Qualifications section? And, should SOQs feature subconsultant resumes in the Key Personnel section?

A7. To adequately understand the response and the teams experience it is a good idea to include sufficient description of the capacity of the team. It is up to the Prime to provide the



role of each subconsultant in their response. If a subconsultant plays a significant role in a team's response, you may consider including a specific description of their qualifications and that role in the "Key personnel" and "Experience and Qualifications" sections. You may also add up to 4 pages of any items not included in the proposal in the "Other Information" Section.

Q8. Should all qualifications related to subconsultants be contained to the 2-page profile subconsultants section?

A8. As stated in A7 above, this is up the respondent.

Q9. The IDIQ contract is for 2 years, does BMC anticipate extending the contract beyond 2 years?

A9. Unknown. However, this task is in the current draft of the FY 2023 UPWP and if the initial period is deemed successful, and BMC is committed to ensure that it will be, we anticipate continuing this program.

Q10. Will the selected firms/teams be asked to submit proposals/cost for all tasks, competing for every task? Or will BMC select the firm for each task?

A10. See A2 above.

Q11. Is the total funding available for the life of the contracts \$400,000?

A11. The total funding currently anticipated is \$300,000 through FY 2023. We do not yet know funding levels for fiscal years beyond FY 2023.

Q12. In the event that a task would require specialized services not offered directly by the selected team (e.g. topographic site surveys), would the award recipient have the option to bring on a specialized sub-consultant?

A12. Not at this time. We anticipate working closely with project applicants to fit needs and the capacity to address those needs.

Q13. Is there an overall page limit for the proposal as a whole?

A13. The "Statement of Qualifications Content and Requirements" section beginning on page 8 of the RFQ outlines the requirements for each section of the SOQ. Also, please note that cover pages and section dividers without content and Table of Contents do not count toward maximum page limits.

Q14. Are you looking for the MBE goal to be broken down into specific percentages? And, is there a preference on any type of MBE organizations?

A14. No, it does not need to be broken down and we do not have preferences.