

**REGIONAL PLANNING COMMISSION (RPC)
Of Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles,
St. John, St. Tammany and Tangipahoa Parishes**

**PARA21
Comprehensive Operations Analysis
Paratransit Study**

Questions about Request for Qualifications/RPC Responses
November 3, 2021

Q: Can you please let us know the budget that has been assigned to this project?

A: The offeror should develop a budget that they feel is sufficient to fulfill the requirements of the described tasks according to their proposed methodology. RPC has internally estimated that the project will cost between \$80,000 and \$100,000 USD

Q: Will the project team be able to conduct some meetings in person and others remotely?

A: Yes, the consultant may conduct meetings both in person and/or online. Depending on national and local COVID-19 conditions during the course of the study, online meetings may indeed be the preference. However, particularly given the nature of the study, the consultant must be very attentive in either format toward ensuring that all stakeholders are given ample opportunity to participate.

Q: Would it be possible to provide a list of DBE-certified firms that specialize in community engagement/public outreach or public transportation? The link in the solicitation for this study appears to show DBE status of existing firms, but does not lend itself to identifying firms that may not be known to the researcher.

A: RPC does not provide recommendations or keep a list of firms by category.

Q: What is the deadline for questions?

A: The submittal deadline is the deadline for questions, though questions submitted late in the RFP process may not provide adequate time for a response.

Q: What dispatch software do the transit agencies use for paratransit services?

A: Both Jefferson Transit and RTA use Trapeze for paratransit dispatching.

Q: Is all the data mentioned in Task 2B readily available? If no, what is not available, and will the consultant be responsible for collecting the data?

A: The data and information described in Task 2B exists, but to compile it the consultant will need to work with various staff at the agencies. The consultant will not, for example, be responsible for manually conducting ridership counts.

Q: Can you clarify Task 5, is a peer review being requested?

A: No, Task 5 does not explicitly require a peer review. The analysis completed in this study should at least be sufficient for the agencies to internally conduct such a review in the future. Respondents may, however, incorporate such a review or some level of inter-agency comparison in their proposal.