



August 1, 2023

RESPONSES TO QUESTIONS
regarding

Request For Proposals
for
Zero Emission Fleet Conversion Plan

Questions	Response
<ul style="list-style-type: none"> The scoring criteria listed on page 5 shows "response to questions" as 45 points. Are these questions that will be asked during the interview (if selected for interview), or part of the review of our methodology sections? 	<p>"Response to Questions" should read "Response to Scope of Work."</p>
<ul style="list-style-type: none"> The RFP says the agreement will be for 24 months from date of execution. Is this the anticipated project period or would the final conversion plan be due at an earlier interim date. 	<p>It is likely the plan would be due at an earlier date so all final revisions and billings can take place before the end of the contract.</p>
<ul style="list-style-type: none"> Can the District disclose the anticipated budget for the consultant? is there any specific DBE percentage required beyond the overall agency goal? 	<p>Consultant's budget should reflect the cost necessary to complete the scope of work. There is no plan specific DBE goal established.</p>
<ul style="list-style-type: none"> Do the "Federal Provisions" (pages 34-44) need to be signed and included in this submittal, or are they for informational purposes only at this time 	<p>They are for informational purposes at this time.</p>
<ul style="list-style-type: none"> Can a budget ceiling or range be provided? 	<p>Consultant's budget should reflect the cost necessary to complete the scope of work.</p>
<ul style="list-style-type: none"> What total budget, or portion of the budget, does TTD anticipate being dedicated to Task 1, Public Outreach? 	<p>Consultant should propose a budget for Task 1, Public Outreach that meets the requirements of the scope of work.</p>
<ul style="list-style-type: none"> Has TTD completed an ICT Plan? If so, can this be provided? 	<p>TTD has not completed an ICT Plan.</p>

<ul style="list-style-type: none"> Can the TTD provide all shapefiles and other data required to create the maps detailed in Task 2, except for when these data sources are publicly available (e.g., Census data for demographic mapping)? 	<p>TTD can provide links to socio-economic, geographic and demographics; existing surface transportation network, including transit; existing active transportation network; land use / zoning, housing, commercial and other thematic maps. TTD expects the consultant to create all 'proposed' mapping.</p>
<ul style="list-style-type: none"> In Task 4, it is requested to “evaluate TTD’s proposed locations for a new Operating Base and Maintenance Facility, including design schematics necessary for electric charging and hydrogen refueling infrastructure.” <ul style="list-style-type: none"> Can the TTD please specify how many locations there are to be evaluated, and provide more information on the level of detail and effort required for each evaluation? 	<p>Contractor should anticipate up to three sites plus the existing site for higher-level scrutiny. Higher-level scrutiny should include the Task 4 Deliverables. Evaluation of other sites in Task 4 (DMV testing, mobility hubs, etc.) are expected to inventory available power versus TTD needs and note broadly the upgrades needed to supply such power, if deficient.</p>
<ul style="list-style-type: none"> The RFP mentions that we need to “Provide a signed copy of the Certification Regarding Debarment, Suspension, and other Responsibility Matters (Attachment D).” Is this included in the RFP? 	<p>It was inadvertently not included and is attached to these responses and is posted on the website.</p>
<ul style="list-style-type: none"> Do you plan to integrate technology solutions with any other operators in the region such as Placer County TART or RTC in Reno/Carson City? 	<p>Integration and interoperability with regional partners – not just other transit agencies – are an important consideration.</p>
<ul style="list-style-type: none"> Is TTD developing the project website and the CHS team only providing content? 	<p>Contractor will develop a plan webpage(s) that will be hosted on TTD’s existing website.</p>
<ul style="list-style-type: none"> Does TTD have a list or an address for the proposed O&M facility? 	<p>Potential sites are being studied by an ongoing Maintenance and Administration Facility plan. This plan will inform the ZEFCP of the top sites.</p>
<ul style="list-style-type: none"> For water-borne vehicles, what sort of/type of vehicles are currently in TTD’s fleet? 	<p>None at this time.</p>
<ul style="list-style-type: none"> Is TTD interested in a mixed fleet (BEB and H2?) or would it be either/or? 	<p>Consultant should discuss the benefits and limitations of such a mix and prepare recommendations as part of their plan.</p>

<ul style="list-style-type: none"> Beyond passenger miles and zero emission vehicles, what baseline data will you be able to provide related to your facilities? 	<p>TTD does not own any facilities and the leased facilities which TTD uses are unlikely to be solutions.</p>
<ul style="list-style-type: none"> Based on the scope, it appears that BEB and H2 should be evaluated. For the final plan, is it expected that a single solution would be presented? 	<p>Likely, but a scenario could exist where both paths make sense depending on mode/duty cycle.</p>
<ul style="list-style-type: none"> There doesn't appear to be a task dedicated to project administration (internal meetings, invoicing, etc.). Should there be a Task '0' or Task '9' relative to these elements of the project? 	<p>Administration should be clearly identified; Task 0 is an acceptable solution to do so.</p>
<ul style="list-style-type: none"> The project duration is 24 months. During this time period, grant funding, such as the FTA's LoNo will come available. Are there any specific milestones that TTD would like to hit during the project to be able to apply for grants in the 24-month period? 	<p>No.</p>
<ul style="list-style-type: none"> Has TTD submitted a CARB ICT rollout Plan? Any existing ZE pilots or buses on order? 	<p>No, TTD is a bi-state agency exempt from CARB oversight and does not have an ICT requirement. Nonetheless, an ICT compliant result is expected. TTD operates three (3) battery electric buses.</p>
<ul style="list-style-type: none"> What is the budget for this project? 	<p>Contractor should propose a budget that satisfies the scope of work.</p>
<ul style="list-style-type: none"> Should Attachment D be included in 3 page cover letter, or can it be included as addenda? If included in cover letter, does it count towards the 3 page cover letter limit? Are forms likewise to be included directly in the cover letter, subject to the 3 page limit? 	<p>Attachment D is not part of the cover letter, but should be included in the proposal. Required forms are not part of the overall page count.</p>
<ul style="list-style-type: none"> Potential Disclosures of conflicts of interest are noted as a required section in the RFP – disclosures were also noted as a requirement of the cover letter – shall disclosures be included in both places, or within the proposal sections or cover letter. If included in the cover letter, is this information subject to the 3 page limit as well? 	<p>Attachment D is not part of the cover letter but should be included in the proposal. Required forms are not part of the overall page count.</p>

<ul style="list-style-type: none"> • What start date does TTD anticipate? After NTP, how much time would be expected before kickoff of project – does TTD have an overall timeline for the project? 	<p>As soon as practical.</p>
<ul style="list-style-type: none"> • Given our experience on similar ZE Transition plans, we noted that the functional order of tasks noted in the RFP may not align with our experience developing highly successful transition plans; may we address the approach with our recommendations for successful task implementation? We also noted that many successful transition plans have element not noted in the RFP; for both the approach and pricing, would TTD like us to denote and highlights these additional items to allow for best scoring between competing firms (i.e comparing apples-apples)? 	<p>Contractor should propose their best approach to satisfying the requirements of a zero-emission fleet conversion plan, note any deviation from the Task elements in the RFP, and propose additional or substituted tasks.</p>
<ul style="list-style-type: none"> • It is noted per the RFP that the plan must be CARB compliant; Is an ICT Plan required as an element for this CARB compliance? 	<p>TTD is a bi-state agency exempt from CARB oversight and does not have an ICT requirement. Nonetheless, an ICT compliant result is expected.</p>
<ul style="list-style-type: none"> • Is the plan expected to be FTA compliant? Is TTD planning to apply for FTA Low/No grants? We note that both ICT and FTA plans are separate, and such additional reports not denoted in the RFP. Please clarify if you expect these plans, and how we should denote fee/approach items related to these additional plans. 	<p>This plan should meet both FTA and CARB ICT requirements. TTD has, and will continue, to utilize Low/No funding.</p>
<ul style="list-style-type: none"> • Task 1 – Is TTD looking for comparisons of fuel/energy types for vehicles? Do you wish to evaluate well to wheel emissions or just tailpipe emissions? 	<p>Please examine Task 3.</p>
<ul style="list-style-type: none"> • Task 6- Development plan – Please confirm that TTD is looking for both capital costs and operating costs as noted in Task 6? If this is not the expectation, could you please clarify? 	<p>Confirmed.</p>

<ul style="list-style-type: none"> The RFP mentions planning for the TTD Transit Fleet- does this include both fixed route and/or demand response vehicles (paratransit) and/or ferries and/or nonrevenue vehicles and/or disposable fleet vehicles? Could you please clarify what TTD is denoting as “transit fleet” vehicles specifically? 	<p>All revenue, non-revenue, and future waterborne. Current fleet consists of 13 CU, 10 BU, and 7 non-revenues.</p>
<ul style="list-style-type: none"> Can you clarify what is included in the “disposable fleet” makeup mentioned in the RFP? 	<p>This language does not appear in the RFP.</p>
<ul style="list-style-type: none"> Should cost proposal be submitted as a separate file? 	<p>Please refer to page 3 of the RFP.</p>
<ul style="list-style-type: none"> The RFP states that the cover letter should be signed by the chief executive officer, owner, or chair of the firm. HDR's Nevada regional manager has authority to act as signatory for our firm and sign contracts thereafter; we are confirming it is acceptable that he acts as signatory of this proposal. 	<p>Please note the signature has legal authority to bind the Contractor.</p>
<ul style="list-style-type: none"> Does TTD wish the successful consultant team (provider) to develop a separate website, similar to the Incline Village Mobility Hub study’s website, or is the provider to supply content for a project page on the TTD’s current website under Projects? 	<p>Contractor will develop a plan webpage(s) that will be hosted on TTD’s existing website.</p>
<ul style="list-style-type: none"> Can the provider have access to the TTD’s website? 	<p>Yes.</p>
<ul style="list-style-type: none"> What platform does TTD use to host their main website (Squarespace, WordPress, etc.)? 	<p>WordPress</p>
<ul style="list-style-type: none"> Is a Communications Plan required as part of the project? 	<p>Please refer to the Scope of Work in the RFP.</p>
<ul style="list-style-type: none"> Would the provider also be expected to develop the SAC group’s bylaws for the TTD Board’s Ratification? 	<p>The SAC is an informal committee to the project, not the TTD Board.</p>
<ul style="list-style-type: none"> Can TTD provide clarity on this statement “Note: All meetings will be 	<p>Public notice applies to public meetings only.</p>

<p>publicly noticed to ensure maximum attendance?" Does this apply to the public meetings only or every meeting related to the project?</p>	
<ul style="list-style-type: none"> • Would TTD be willing to provide a list of the types of vehicles in your fleet to be considered as part of this transition plan? 	<p>All revenue and non-revenue vehicles. Current fleet consists of 13 CU, 10 BU, and 7 non-revenues.</p>
<ul style="list-style-type: none"> • Is the current garage location still 1669 Shop St, South Lake Tahoe? Are there other garage locations / mid-day park out sites? 	<p>Yes. There are three transit hubs in South Lake Tahoe: Stateline Transit Center; LTCC Mobility Hub (overhead and pedestal charging); and South Y Transit Center.</p>

ATTACHMENT D

Certification regarding Debarment and Suspension

The undersigned bidder or proposer certifies that its principals, affiliates, and subcontractors (if any) are eligible to participate in this federally funded contract and are not presently declared by any Federal department or agency to be:

1. Debarred from participation in any federally assisted Award;
2. Suspended from participation in any federally assisted Award;
3. Proposed for debarment from participation in any federally assisted Award;
4. Declared ineligible to participate in any federally assisted Award;
5. Voluntarily excluded from participation in any federally assisted Award; or
6. Disqualified from participation in any federally assisted Award.

This certification is a material representation of fact relied upon by TTD. If it is later determined by TTD that the undersigned knowingly rendered an erroneous certification, in addition to remedies available to TTD, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The undersigned agrees to comply with the requirements of 2 C.F.R. part 180, subpart C, as supplemented by 2 C.F.R. part 1200, while this bid or offer is valid and throughout the period of any contract that may arise from this bid or offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

_____ Signature of Authorized Official

_____ Name and Title of Authorized Official

_____ Date