



REQUEST FOR PROPOSALS (RFP) No. 24-05

CONSULTANT SERVICES FOR ENVISION ROUTE 7 PHASE 4-2 MOBILITY ANALYSIS STUDY QUESTIONS AND ANSWERS

Below are the questions received as of January 13, 2015, by 12:00 P.M. Eastern Time, along with the corresponding responses:

1. Kittelson is an engineering firm providing engineering and planning services. As such, Kittelson cannot provide commercial warranties, or any warranty, express or implied, relative to the services provided under this or any agreement. Our actions are measured by the standard of care, which is defined in Article 6 of the Contractor Terms and Conditions. Upon award of a contract, would the Commission be amendable to striking this provision?

Response: If there are objections or proposed revisions to NVTC's terms, please indicate so in the submitted proposal.

2. Kittelson does not carry USL&H Endorsement as it is not applicable to the services we provide. Would the commission be amendable to removing the USL&H Endorsement from the Workers Compensation requirement?

Response: If there are objections or proposed revisions to NVTC's terms, please indicate so in the submitted proposal.

3. Kittelson does not carry and is unable to obtain a "Motor Carrier Act Endorsement". Upon award of a contract, would the Commission be amendable to removing the Motor Carrier Act Endorsement from the Automobile Liability insurance requirement?

Response: If there are objections or proposed revisions to NVTC's terms, please indicate so in the submitted proposal.

4. Are electronic signatures and notaries acceptable?

Response: Yes.

5. Are tabs required? If so, are they counted towards the page limits?

Response: Tabs are not required. Tabs will not count toward any page limits.

6. Should a proposed schedule for the project be included in Tab D Technical Approach & Work Plan or Tab E Proposed Quality Assurance Program? Tab D asks for a "... task-by-task/sub-task-by-sub-task schedule of the time required to complete the project." Tab E calls for "This section shall include a work plan and schedule..."

Response: Project schedule should be included in the Technical Approach & Work Plan. Any schedule or work plan that is Quality Assurance specific should be included in Tab E.

7. Please clarify the attachments required in Item 17, Section K. The titles of the attachments in this section do not correspond with attachments in the RFP. For example, Attachment B is listed in Item 17, Section K as RFP Submission Form. However, Attachment B in the RFP package, beginning on page 43, is titled Representations, Certifications, and Other Statements of Bidders/Offerors. Attachments C, D, and E in Item 17, Section K also do not correspond with the RFP package.

Response: This question relates to Section (A) (18) (K) "Attachments" (page 11). Please refer to RFP 24-05 Addendum No. 2 dated January 16, 2025 posted on NVTC's website, which corrects the required attachments schedule to agree with Section F on page 39.

8. Will NVTC want to be expanding on existing VISSIM models from previous phases, and if so, are performance measures intended to be derived from the extents of previous phases?

Response: NVTC expects that the analysis for Phase 4-2 will utilize previous data. However, since the data is from different years there is an understanding it will be a single model.

9. Under Task 5, can you please confirm NVTC is looking for the consultant to develop future forecasted volumes to be used or if these would be provided from the Fairfax County travel demand model?

Response: Consultant shall utilize the latest officially adopted production version of the Metropolitan Washington Council of Governments/Transportation Planning Board (MWCOC/TPB) travel demand forecasting model, with major inputs to the model include land use that represents the number and location of jobs and employment across the region from the MWCOC Cooperative Land Use Forecasts and the multimodal transportation network that represents the Visualize 2045 and latest adopted TIP.

10. Under Task 5, can you please clarify the extent to which NVTC is looking for the consultant to develop new or refined (building on what was previously developed in Phase 3 or earlier) BRT alternatives to model in terms of potential changes to station locations, BRT alignment, curb versus median running, and bus operating assumptions such as frequency and span?

Response: Consultant shall use Phase 3 alignment and existing bus operating assumptions including frequency and span from current Metrobus 28A soon to be renamed Metrobus F20. Consultant is asked to model for both curb and center running.

11. Page 2 of the RFP states the DBE participation goal for this contract is 8.42%. Exhibit E: Summary Of Subcontractors/Subconsultants/Suppliers (page 87 of the PDF) includes a DBE goal of 14.7%. Can you please clarify the DBE participation goal for this contract?

Response: The DBE goal is 8.42% as stated in the body of the RFP. Exhibit E included incorrect information. Please refer to RFP 24-05 Addendum No. 1 dated January 7, 2025, which can be found on NVTC's website.

12. Attachment C does not appear to have a section requesting the Offeror's signature/acknowledgement. Does this attachment need to be included in our proposal?

Response: Attachment C should be included in the proposal; however, it does not need to be signed.

13. Page 11 of the RFP, *K. Attachments – Attachment E. Schedule of Small, Women, Minority and Service Disabled Veterans Owned Business Participation*, is missing from the RFP. Can the NVTC please provide this attachment?

Response: Please refer to RFP 24-05 Addendum No. 2 dated January 16, 2025 posted on NVTC's website, which corrects the required attachments schedule to agree with Section F on page 39.

14. Can NVTC clarify the statement on page 17 "Determine if BRT should be median running or curb-running in Fairfax County and if any portion can operate in mixed-traffic." Since a cross-section and BRT method had been identified in previous phases of Envision Route 7, is NVTC asking that the consultant re-evaluate the BRT corridor preferred method? Or refine the current BRT preferred corridor?

Response: The consultant is being asked to evaluate the two possible modes of operation for BRT. The analysis will look at the BRT preferred corridor, so it would be considered a refinement.

15. Can NVTC please clarify the level of detailed required for the estimated hours per sub-task in the Price Proposal?

Response: As noted in Section (A)(18), REQUIREMENTS OF THE SEPARATE TECHNICAL AND PRICE PROPOSALS, Exhibit showing a non-binding estimate of the hours to be worked by named individuals, their firms, and their hourly rates broken down by task and

sub-task and the associated total costs including all estimated out-of-pocket costs and fees. Costs must include all items such as professional time, travel, data processing, forms, printing, and other expenses included in the proposed cost.

16. Task 4 - Develop Existing Traffic Simulation Model, page 21: Will the consultant be expected to use travel demand model outputs for the development of the Existing Conditions model? Or only for the Future Conditions (to determine future volume growth etc.) If a demand model is to be used, is the consultant expected to conduct that modelling or will NVTC provide modelling outputs?

Response: The existing traffic model would utilize turning movement counts from Task 2 – Data Collection and other sources of origin-destination vehicle data. Similar to the previous completed phase, bus service information and ridership will be sourced from WMATA and NVTC will facilitate the request. For future conditions, consultant shall utilize the latest officially adopted production version of the Metropolitan Washington Council of Governments/Transportation Planning Board (MWCOG/TPB) travel demand forecasting model, with major inputs to the model include land use that represents the number and location of jobs and employment across the region from the MWCOG Cooperative Land Use Forecasts and the multimodal transportation network that represents the Visualize 2045 and latest adopted TIP.

17. Existing models are listed in the Introduction:

- a. "Fairfax County Department of Transportation (FCDOT) has already developed a model from Tysons to the City of Falls Church (Cube Travel Demand Model)"
- b. "a model exists for Phase 4-1, which consists of the 3.5-mile section in the City of Falls Church."

Task 4 then says, "Using the Vissim files from Phase 4-0 and 4-1, which will be provided by NVTC". Please confirm that both items a) and b) above are in the form of a calibrated Vissim model. Not Cube or any other software.

Response: Fairfax County completed a Vissim traffic model for the "Route 7 BRT – Tysons Study" dated October 2021. Phase 4-1 built upon the Fairfax County model; NVTC confirms a calibrated Vissim model for the previous mobility phases (4-0 and 4-1).

18. Task 5 - Future Years Traffic Simulation and Analysis, page 22: Please confirm the number of future year build scenarios to be modelled. Is the intention that the center running and curbside configurations are standalone and independent scenarios to be analyzed? Or should it be assumed there will be iterative testing with the potential for varying BRT configurations within the same scenario?

Response: There will be three future year scenarios to be modeled, therefore each bus priority treatment are standalone and independent.

19. Will NVTC provide the following for each build scenario:
- Geometric layouts of bus lanes and intersection configurations for the entire corridor
 - Bus service information for BRT services (schedules, stop locations, dwell time assumptions)
 - Bus ridership forecasts (for person miles travelled calculations)

Response: Where possible, NVTC will provide geometric layouts of bus lanes and intersection configurations. Similar to the previous completed phase, Bus service information and ridership will be sourced from WMATA and NVTC will facilitate the request. Bus ridership forecasts are not provided.

20. Task 8: Falls Church Restricted Traffic Lane Analysis and Queue Jump Geometric Analysis

"For each restricted traffic lane treatment" - How many alternatives are to be modeled/analyzed for Task 8?

Will NVTC be providing the location of the HOV (Restricted Traffic Lane) locations for this task or will the consultant be responsible for identifying this?

Response: One alternative –HOV lanes will be modeled. Models for BAT lanes and the existing condition/control exists already from the Phase 4-1 effort. Consultant will compare the HOV lanes versus the control and BAT lanes as already modeled and produce a report. Location of HOV lanes will be provided, they are the same as the modeled BAT lanes for ease of comparison. Please refer to RFP 24-05 Addendum No. 2 dated January 16, 2025, which can be found on NVTC's website.

21. Evaluation Criteria (pages 12 and 13): How will the scoring methodology in 19A be applied versus in 19B?

Response: The scoring methodology in 19A will inform the score in 19B with the applicable weighting and points to reach the overall score of 1000 points.

22. In Section F. Project Staffing, can we submit additional narrative pages highlighting our staffing qualifications outside of the 1-page resumes for Key Personnel? Are we also permitted to provide an organizational chart in this section?

Response: As noted in Section (A) (18) (F) of the RFP, "Resumes of no more than one page each should be provided for all key personnel proposed." An organizational chart is acceptable within the "Proposed Quality Assurance Program" section of the technical proposal.

23. Please confirm the documents required in Section K. Attachments. The requirements listed on page 11 of the RFP do not match what was included in the RFP.

Response: This question relates to Section (A) (18) (K) "Attachments" (page 11). Please refer to RFP 24-05 Addendum No. 2 dated January 16, 2025 posted on NVTC's website, which corrects the required attachments schedule to agree with Section F on page 39.

24. Is a copy of our Certificate of Insurance required in addition to submitting Attachment A?

Response: A COI does not need to be submitted as part of the proposal. However, Attachment A, which lists the insurance requirements, is to be completed by the Offeror and its insurance agency.

25. Because the "Knowledge and qualifications of the proposed Project Manager" is the highest weighted evaluation criteria, can we submit a two- or even three-page resume for the proposed project manager?

Response: As noted in Section (A) (18) (F) of the RFP, "Resumes of no more than one page each should be provided for all key personnel proposed."

26. During the preproposal meeting, NVTC staff indicated that you would like corridor level ridership estimates from the consultant team and that stop-level ridership estimates would not be needed (if stop level ridership estimates would be needed they would be negotiated after contract award). As this is not indicated in the RFP scope of work, can you please address this in a formal addendum?

Response: Corridor ridership estimates are not the primary objective of the mobility study – we are not expecting consultants to produce a corridor level ridership estimate for this portion of Envision Route 7 at this time. In utilizing the MWCOG model to create an understanding of future regional growth and its impact on the project corridor, it is hoped it would create a dividend to better understand ridership. If consultants were to include an estimate for the additional effort corridor level ridership, we would welcome that for consideration. This estimate would be separate from the rest of the project.

27. Task 2 – The narrative description states 24-hour traffic counts at 4 locations, 5 locations are listed. Please confirm.

Response: Traffic counts at the listed 5 locations should be collected:

- Route 7 and Patrick Henry Drive
- Route 7 and Carlin Springs Road
- Route 7 and Beauregard Street
- Beauregard Street and Seminary Road
- Mark Center Ave and Seminary Road

The scope of work notes a minimum of four intersections, additional intersections may be identified as needed.

28. Task 2 – Does NVTC have a preferred approach for developing future model/forecasts?

Response: Utilize the latest officially adopted production version of the Metropolitan Washington Council of Governments/Transportation Planning Board (MWCOG/TPB) travel demand forecasting model, with major inputs to the model include land use that represents the number and location of jobs and employment across the region from the MWCOG Cooperative Land Use Forecasts and the multimodal transportation network that represents the Visualize 2045 and latest adopted TIP.

29. Task 4 – The deliverables listed for the task indicate that the analysis should consider three roadway configurations (center running, curb running, and no build). Does NVTC want this analysis performed on the existing year and future year or just future year?

Response: The analysis should be for the existing year as well as future year.

30. Task 6 – What does NVTC envision as the key theme for each phase of public outreach? Will this outreach be based on the conceptual design from 2019, limited to the traffic and mobility analysis, or provide an opportunity for concept refinement?

Response: Key themes as part of a level set with the public include value of transit (benefits to congestion mitigation and reduction, environmental benefits, reduction in vehicle miles travelled as well as increase in roadway safety) along with demonstrating the benefits of premium transit services in a way that is easy to understand and comprehend. Public input, especially from bus riders, on alternatives will be valuable as ridership is made aware of the project, its impacts, and the opportunity for concept refinement (center vs. curb). For Alexandria and its report, public input on the endpoint for BRT treatment is the opportunity for concept refinement.

31. Page 11 of the RFP, under item K. Attachments, Attachment B: “RFP Submission Form” and Attachment C: “Certifications” are missing. Looking through Attachment B: “Representations, Certifications and other Statements of Bidders/Offerors” which is included in the RFP, would these documents represent those missing attachments? Please confirm which forms subcontractors should complete and include in our proposal.

Response: This question relates to Section (A) (18) (K) “Attachments” (page 11). Please refer to RFP 24-05 Addendum No. 2 dated January 16, 2025 posted on NVTC’s website, which corrects the required attachments schedule to agree with Section F on page 39.