

Preproposal Conference RFP 26-02

Consultant Services for a Five-Year Strategic Plan Development

September 8, 2026

12:00 p.m.

RFP available at: www.novatransit.org/procurement



Before We Begin

- ☐ Sign in: type your name, organization, and email address into the chat
- ☐ Please keep your microphone muted during the presentation
- ☐ Questions will be answered at the end of the presentation
- ☐ Use the chat for all questions, comments, and technical concerns
- ☐ Written questions will be accepted until September 11
- ☐ All answers will be posted on NVTC's website and eVA by close of business on September 23
- ☐ This presentation is being recorded

Disclaimer

The information contained in this presentation is for informational purposes only.

In the event of a discrepancy between the information contained herein and the RFP documents, the RFP documents will take precedence.

NVTC shall be bound by information and statements only when such statements are written and executed under the authority of the procurement department.

All times noted are Eastern Time Zone.

www.novatransit.org/procurement



Agenda

1. Intro
2. Project Background
3. Scope of Work
4. Evaluation Criteria
5. Procurement Schedule
6. Q&A



About NVTC



Fund and provide oversight/stewardship of Metro and co-own Virginia Railway Express.



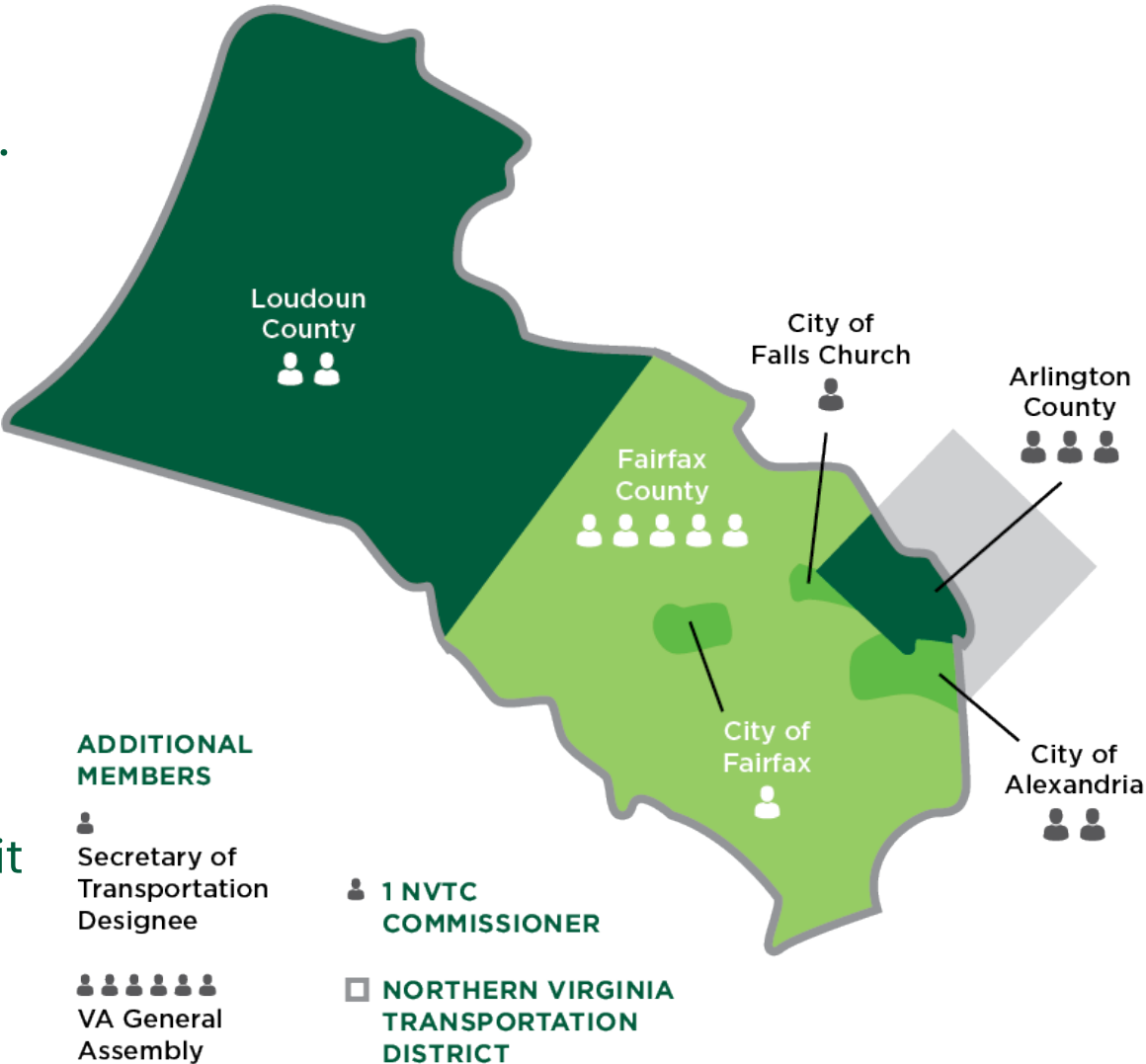
Manage state and regional funding for six local bus systems.



Administer Commuter Choice program (using tolls from I-66 and I-395/I-95.)



Work across jurisdictions to enhance transit service, coordinate policies and share research.



NVTC Strategic Framework

Vision & Mission

- Northern Virginia businesses and residents are served by a high capacity, high-quality network of transit systems that allows our diverse region to thrive economically.
- As the premier transit organization in Northern Virginia, NVTC brings the region together to plan, coordinate, and secure funding for transit systems that are financially sustainable and high performing.

Goals and Objectives

- Increase the capacity of the regional transit network by expanding/improving the quality, coverage and frequency of new and existing systems.
- Improve access and mobility throughout Northern Virginia by connecting regional and local transit systems.
- Promote safe, reliable and financially sound performance and management of regional transit systems.

Milestones Since 2014 Strategic Framework

- Launch and noteworthy success of the **Commuter Choice** Program
- Greater oversight of **WMATA**
- Creation of three new committees: **WMATA, PAC, Legislative Committees**
- The creation of several new state funding programs for public transit
- The completion of **Silver Line** Phase 2 in Virginia
- Congressional earmark, and work on **Envision Route 7 BRT** project
- Extensive work on **long term funding** for public transit
- Significant expansion of technical assistance and policy analysis to support our regional transit providers and policy makers

Project Tasks



1. Project Initiation & Management

- Final Project Management Plan
- Stakeholder Engagement Plan
- Monthly Invoices with Progress Reports



2. Organizational Assessment & Environmental Scan

- Draft SWOT Analysis
- Organizational Assessment
- Regional Trends and Needs Assessment



3. Stakeholder Engagement & Focus Groups

- Interview Scripts
- Stakeholder Engagement Report
- Final SWOT Analysis

Project Tasks Cont.



4. Strategic Framework & Organizational Design

- Update 2014 Strategic Framework (as necessary)
- Bylaws & Organizational Structure Options Report
- Workshop Summary Memo



5. Strategic Plan Development

- Draft Five-Year Strategic Plan
- Draft implementation Roadmap
- Present Findings



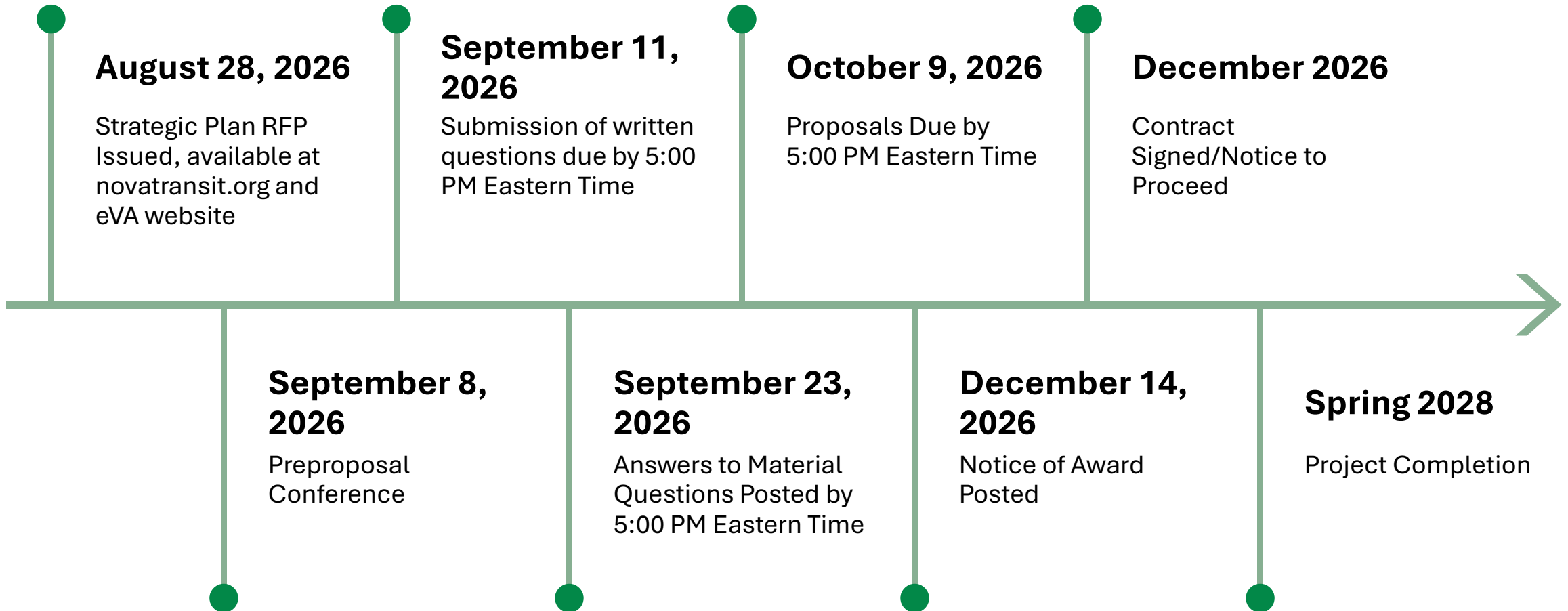
6. Final Plan and Adoption Support

- Draft Final Strategic Plan

Evaluation Criteria

Evaluation Criteria	Maximum Points	Weight	Maximum Score
Project approach and management plan including a clear understanding of the project scope and technical requirements.	10	20	200
Demonstrated experience conducting interviews, focus groups and engagement with stakeholders as part of a strategic planning effort. How will the firm's prior experience inform an engagement plan for NVTC.	10	30	300
Extensive knowledge and experience with Virginia transit systems and governance structures.	10	30	300
Knowledge and qualifications of the proposed project manager and project team including experience managing strategic planning efforts.	10	20	200
TOTAL POINTS			1000

Procurement Schedule



Questions?



- All written questions due by September 11, 2026
- Email questions to Meg Johnston:
megjohnston@novatransit.org
- NVTC will post written responses by September 23, 2026
at www.novatransit.org/procurement
- A summary of this conference, including questions and answers provided during the virtual conference, will be posted to the NVTC procurement webpage

Thank you!

Genoveva Cutrell
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