

WEST CONTRA COSTA COUNTY EXPRESS BUS IMPLEMENTATION PLAN

PRE-PROPOSAL MEETING

Monday, April 16, 2018 **MODIFIED**

Agenda

- Introduction
- Funding and Organization
- Schedule
- Planning Area
- Summary of Scope of Work
- RFP Submittal Requirements
- Selection Criteria and Evaluation
- Questions, Answers and Process

Introduction: Impetus for Study

- ▣ Improving high capacity transit is a long held WCCTAC policy goal
- ▣ Traffic congestion within I-80 Corridor
- ▣ Recommendations of the West County High Capacity Transit Study
- ▣ Funding in Regional Measure 3

Introduction: Key Partners & Participating Agencies

- ▣ West Contra Costa Transportation Advisory Committee (WCCTAC)
- ▣ AC Transit
- ▣ Western Contra Costa Transit Authority (WestCAT)
- ▣ Cities (El Cerrito, Richmond, San Pablo, Pinole, Hercules, Berkeley, Emeryville, Oakland and San Francisco)
- ▣ Contra Costa County
- ▣ CalTrans

Introduction: Plan Funding

Grant Resources	Contribution	Source
WCCTAC – local match	\$41,827	Value of in-kind WCCTAC staff work
	\$41,827	Measure J, 28b
Caltrans	\$639,456	Sustainable Communities Grant, SB1
Total Cash Available	\$681,283	
Grant Expenditures		
WCCTAC Reimbursement	\$10,000	Caltrans, SB1
Contingency	\$68,120	10% of total cash available
Available funds	\$603,163	

Introduction: **Modified** Plan Funding

Grant Resources	Contribution	Source
WCCTAC – local match	\$36,827	Value of in-kind WCCTAC staff work
	\$46,827	Measure J, 28b
Caltrans	\$639,456	Sustainable Communities Grant, SB1
Total Cash Available	\$686,283	
Grant Expenditures		
WCCTAC Reimbursement	\$15,000	Caltrans, SB1
Contingency	\$68,120	+/-10% of total cash available
Available funds	\$603,163	

Introduction: Study Organization

	Study Partners	Technical Advisory Committee	Executive Leadership Team (as needed)	Policy Advisory Coordination (as needed)
WCCTAC Board				X
WCCTAC TAC		X	X	
WCCTAC Staff	X	X	X	
WestCAT	X	X	X	X
AC Transit	X	X	X	X
Caltrans		X	X	X
Emeryville		X	X	X
Berkeley		X	X	X
Oakland		X	X	X
San Francisco		X	X	X

Introduction: Procurement Schedule

KEY DATES	
RFP release:	April 6, 2018
Pre-proposal conference:	April 16, 2018
Final day for Submittal of Questions:	Wednesday, April 18, 2018
Proposal Packages due:	Noon on Tuesday , May 1, 2018
Proposal Package Evaluation:	May 2-11, 2018
Interviews (if needed):	Tuesday, May 16, 2018
WCCTAC Board Authorizes Negotiation and Execution:	Friday, May 25, 2018
Anticipated Contract Commencement	Wednesday, June 7, 2018

Introduction: Study Schedule

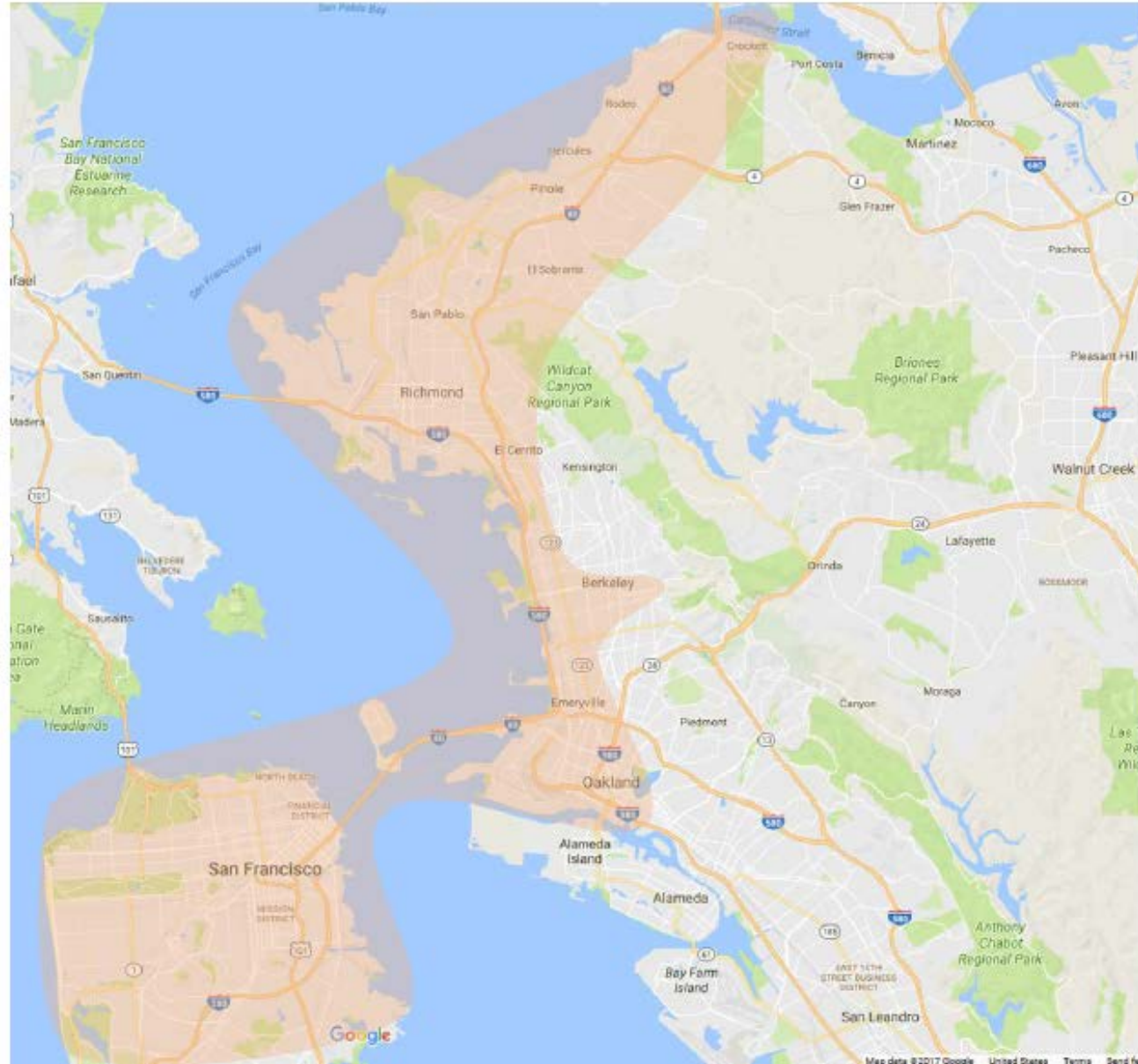
Key Milestones	
Caltrans grant funds available	April 16, 2018
Anticipated Contract Commencement	June 7, 2018
All billable work must be completed. No extensions.	February 28, 2020

Planning Area: Past Studies

- ❑ WCCTAC's West County High Capacity Transit Study, May 2017
- ❑ CCTA's Express Bus Study Update, 2017
- ❑ MTC's Managed Lanes Implementation Plan, 2017
- ❑ WCCTAC's West County Action Plan for Routes of Regional Significance, December 2014
- ❑ San Pablo Avenue Multi-modal Corridor Study, on-going
- ❑ Regional Measure 3 Expenditure Plan
- ❑ Numerous local bicycle/pedestrian plans, specific plans, and other plans identify potential for additional development and improved transportation options in the corridor. These documents are available on each jurisdictions' website.
- ❑ Alameda CTC and CCTA's PDA Investment and Growth Strategy covering the San Pablo Avenue corridor.

Planning Area

General Planning Area =



Detailed Area Map



Scope of Work

- Express Bus Implementation Plan
 - ▣ Identify travel markets, routes, stop locations, operating hours, transit preferential/priority treatments, gaps in pedestrian/bicycle connectivity
 - ▣ Determine type, quantity, specs and/or conceptual design of capital infrastructure,
 - ▣ Determine operating and maintenance costs and potential funding
 - ▣ Develop a branding strategy and marketing plan
 - ▣ Prepare draft MOU with study partners on operation and management parameters

Scope of Work, continued

□ Public Outreach

□ Diverse array of stakeholders

- Bi-lingual
- No existing transit service
- Origin and Destination

□ Meaningful, Creative, Effective and Interactive tools

- 3 Rounds: Ask, Present, Check Back
 - Surveys
 - Focus groups
 - Pop-up events
 - Mailings
 - Interactive maps
 - Web page on WCCTAC's website
 - Social media
 - Traditional media
- Presentations to Governing Boards

Scope of Work, continued

- Project Initiation:
 - ▣ Establishment of TAC, Ex. Leadership Team and PAC
- Fiscal Management
 - ▣ Invoicing consistent with Caltrans' requirements
 - ▣ Quarterly reports

RFP Submittal Requirements

- 6 Hard Copies plus 1 Electronic on a flash drive
- 30 Pages Max.
 - ▣ Proposal Content
 - ▣ Qualifications and References
 - ▣ List of Proposed Performance Measures
- Resumes
- Cost Proposal(in sealed envelope)
- List of Clients
- Required Forms and Certifications
- Lists of Potential Conflict of Interests

Selection Criteria and Process

- Selection Panel will review and rank all proposals
- Evaluation Criteria
 - ▣ Knowledge and Understanding
 - ▣ Management Approach and Staffing Plan
 - ▣ Qualifications
 - ▣ Capacity and Schedule
- Interviews – if applicable, **Wednesday**, May 16

Questions and Answers Process

- Email notices to interested parties will be sent if there are addenda to the RFP. Any addenda will be posted on the website.
- All responses to questions will be posted on website:
- Periodically check for new information WCCTAC website:
www.wcctac.org

Questions Received to Date

- Does work a consultant did to prepare the Caltrans Grant application for this project in any way prevent his new consulting firm from proposing on this project either as a prime or a sub?
 - *Awaiting reply from WCCTAC legal counsel.*