

Demographics and Employment Projections Questions and Answers

1 Q) I have a subcontractor that is a woman-owned company and is a registered SBE with the State of New Jersey. Does this meet any of the non-discrimination requirements? This is the designation they requested for her to acquire to be on the state list.

1 A) The State of New Jersey maintains separate lists for SBE and DBE. Participants must be on the State of New Jersey DBE list in order to receive credit by SJTPO for DBE participation.

As stated on the NJDOT website: DBE/ESBE subcontractors are used for federally-funded contracts, and SBE subcontractors are used for 100 percent state-funded contracts. They cannot be used interchangeably. (<http://www.state.nj.us/transportation/business/civilrights/faq.shtm#sbe>)

SJTPO demands that all participants make every reasonable effort to include DBE participation of at least 15.7%. DBE participation is part of the SJTPO proposal evaluation process. SJTPO's 2010 DBE goal is 15.7 % on the total combined contracts for the fiscal year. It is also an SJTPO goal for each contract for the 2010 fiscal year. If any contract does not meet this 15.7% DBE threshold, SJTPO must make every effort to reach the SJTPO 2010 DBE goal of 15.7% through contracts during the fiscal year 2010.

2 Q) Past RFPs have been on a not-to-exceed basis. Is there any contract limit for this project?

2 A) There can be no mention of project cost by SJTPO or candidates during the RFP evaluation process. Proposals will be rated based on the quality of proposed scope and experience level of participants. Selection of the best proposal will first be determined. Only then will the cost proposal of only the top candidate be reviewed. Then, SJTPO will determine the financial feasibility of the top proposal.

SJTPO's Work Program is publicly available through SJTPO's website; but understand that it provides general budgetary information for work activities based on preliminary estimates and may not encompass work activities that span multiple years. Budgeted amounts may also incorporate costs for SJTPO staff or other state or county staff. (SJTPO UPWP can be found at <http://sjtpo.org/FY11upwp-final-3-22-10.pdf>.)

This project must produce Demographic and Employment projections that are necessary for a Metropolitan Transportation Organization's long-term Regional Transportation Plan. Every effort was made by the SJTPO staff to include tasks necessary for this purpose. However, SJTPO encourages all candidates to share the benefit of their expertise and present an alternative approach that is more efficient and effective in optimizing transportation safety and successfully complete the project's goal.

Candidates are encouraged to include in their proposal all tasks that are necessary to successfully complete the project's purpose. Any RFP task or RFP product feature that is deemed by the candidate to be unnecessary or redundant in-light of the project's purpose

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should be highlighted and omitted in a proposed scope of work. However, candidates must clearly state why any elements were purposely omitted from their proposed scope in-light of the project's purpose.

Separate proposals (each with their own separate, cost proposal, included in a separate sealed envelope, as specified in the RFP) will be considered if they meet the criteria specified in the RFP.

3 Q) Does the SJTPO use a preferred type of forecasting method?

3 A) No, the candidate will determine the best method and detail their rationale for choosing a particular method.

4 Q) Does the SJTPO use Census definition of low-income or more regional appropriate figure?

4 A) Use of Census definitions are necessary for comparison purposes. Candidates are encouraged to construct and use a region-specific definition of low-income in addition, if this alternative low-income definition is deemed useful by the candidate for SJTPO demographic forecast and or transportation planning purposes.

5 Q) Will the SJTPO provide private sector data?

5 A) No

6 Q) Can the selected vendor use private sector data?

6 A) Yes, if you pay for it. Details about any private sources should be in the proposal so that a determination about source quality can be made by SJTPO.

7 Q) Will the SJTPO provide existing visitor data?

7 A) SJTPO will not provide visitor data. The candidate will gather the necessary data from enough relevant sources in order to capture the true visitor patterns. Some data is available from some counties and other entities. A list of sources is not available from SJTPO. However, the following website may be useful: <http://www.capemaycountygov.net/Cit-e-Access/webpage.cfm?TID=5&TPID=4647>

8 Q) Will the SJTPO be able to provide any seasonal patterns?

8 A) Counties are in the process of collecting traffic counts for off and on season. These data will be available from SJTPO at some time during this coming summer. SJTPO must know the population and the number of people that are in our region, at different times of the year and week. Candidates are encouraged to be creative in providing insights about our four-county

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region that will enhance our upcoming Regional Transportation Plan 2040 and a Transportation Demand Model. (An example of useful data is the time-related characteristics called for in this RFP: data related to various times of the year and week.)

9 Q) What data are available from the SJTPO?

9 A) All available data is on the SJTPO website

10 Q) How does SJTPO recommend proceeding with/adjusting the study if 2010 census detailed data are released late?

10 A) Projections are to be completed by prescribed deadline for SJTPO Regional Transportation Plan 2040 planning purposes. Ability to adjust projections based on actual base data from Census 2010 is a requirement.

11 Q) How should the forecasts relate to the NJ Department of Labor and Workforce Development forecasts?

11 A) The candidate should use the best available data to create the projections and provide the projections in detail for purposes of transportation planning, and transportation modeling.

12 Q) Specifically, should the forecasts conducted under this RFP be consistent with the NJLWD forecasts?

12 A) The candidate should use the best available data to create the projections and provide the projections in detail for purposes of transportation planning, and transportation modeling.

13 Q) For summer data, does the collection effort include every category listed in 1c), or just the six categories in 1d)

13 A) Section 1c would not apply to off-season. However the time (1a) and geography (1b) do apply. Summer projections on the 1d categories is needed for the base year (2010) and projected years (2015, 2020, 2025, 2030, 2035, and 2040).

14 Q) Regarding the statement, "The consultant must provide the SJTPO with a spreadsheet, which automatically generates projected figures for 2015, 2020, 2025, 2030, 2035, and 2040 when 2010 figures are provided as an input. The data shall include those listed in the data collection component. The intent is that although the consultant is responsible to project the base year 2010 numbers and each year thereafter, when 2010 Census data is available, the SJTPO will be able to replace the projected 2010 base year data and all future projections will be automatically generated.", Does this mean that the model must be in Excel or similar tool? Would it be acceptable to provide a program in SAS or some other programming language to provide the forecasts? As an alternative, would it be acceptable for the consultant to agree to update the forecasts when the 2010 Census results become available?

14 A) As is stated in the RFP, any reports and data must be provided to SJTPO in a format compatible with software available to staff, this includes the Microsoft Office 2007 suite, such as Excel or Access. We currently have little or no additional software of this kind and thus any proposal, which would provide data to the SJTPO that is not formatted for use in this software, would need to include both the cost to provide the necessary software to SJTPO Staff as well as to train SJTPO staff to use it in the cost proposal. It is not possible to make an agreement with the consultant to have the consultant update the projections as 2010 Census data become available. Current estimates indicate that this data may not be available until as late as 2013, well outside of the 2011 fiscal year. The SJTPO is not able to include in

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this proposal, any work that will extend beyond the current fiscal year, cannot accept work conducted at no charge, and does not intend to hire a consultant in the future to make this update.

SJTPO must be provided a tool that can be used by SJTPO. If software is not in SJTPO possession (Excel Access etc., the software must be provided by the selected candidate. SJTPO must be able to update the projections, not the selected firm.

15 Q) Are DBE/ESBE firms required to be certified in the state of NJ, or can they be certified in other states as well?

15 A) The DBE firm must be on the State of New Jersey list of DBE firms.