



Date: Wednesday, November 23, 2016, 11:00am (Final Answers)
To: Recipients
Re: Ladders for Opportunity, Regional Assessment & Tool Development
Questions and Answers

Q1. [Is] SJTPO is open to hiring a non-local consultant?

A1. SJTPO can and does accept proposals from firms outside our area and give fair consideration thereto. As stated within the RFP, all firms must "demonstrate successful experience of the firm or team (particularly recent) on similar projects." Firms are encouraged to indicate past experience with government agencies, preferably involving federal funding sources in order to satisfy this stated requirement.

It is critical that all firms are able to satisfy all of the requirements in our RFP as well as those in our Standard Contract Agreement, including; but not limited to, compliance with all applicable local, state, and federal laws, rules, and regulations.

DBE/ESBE Utilization accounts for 15% of the criteria by which proposals are evaluated. DBE/ESBE firms must be registered as such with the State of New Jersey before the Notice to Proceed. Section IV of the RFP outlines DBE/ESBE participation requirements, including a link to certified DBE/ESBE firms in the State of New Jersey.

Q2. Do you have any sense of budget range (min or max)? Looks like there was \$50k allocated for FY 2016 and another \$40k allocated for FY 2017. Are there additional funding sources? Is this all for consultants or does some money need to go towards SJTPO staff?

A2. SJTPO's FY 2017 Unified Planning Work Program (UPWP), effective July 1, 2016 through June 30, 2017, provides general budgetary information for work activities based on preliminary estimates and scope of the project. The document is publicly available through SJTPO's website (sjtpo.org/UPWP). SJTPO staff hours are accounted for separately within the UPWP.

SJTPO utilizes a two-step, quality based selection process to procure professional services. First, based on our assessment of the qualifications of responding firms, we will select a firm that we believe is best suited to carry out the scope of work as outlined in our RFP. Second, we will negotiate a price with the selected firm. If we cannot negotiate an acceptable contract with the selected firm, negotiations will be terminated and SJTPO will initiate discussions with the second ranked firm. Because the selection of the firm is based solely on the qualifications of the firm, the budget for the work is not material to selecting the most qualified firm. Further, providing specific project or consultant budget information could limit our ability to receive the most competitive price for the work when we move to the second step of the process, negotiation. If a proposal submitted exceeds the project budget and is determined to offer the best value to SJTPO, we will attempt to negotiate with the selected firm.



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Firms should submit a proposal and cost, addressing the full scope of the project as described within the RFP. However, proposals should detail any concerns related to the ability to successfully complete the project as described within the RFP.

Q3. Is the online mapping tool for SJTPO staff use only? Or will it be accessible the public?

A3. SJTPO staff and other interested parties, as well as the public, will have access to this online interactive tool. SJTPO expects that the other interested parties may include state, county, and municipal transportation agencies as well as independent transit providers.

Q4. Will [the online mapping tool] be hosted on the existing SJTPO website?

A4. Maps developed for ArcGIS Online are hosted by ESRI. Because SJTPO currently has a license with ESRI which includes ArcGIS Online, it is the preferred platform. However, we will consider other platforms if the proposal still meets our requirements and does not result in additional recurring costs. SJTPO staff and other interested parties are to have access to this online interactive tool. SJTPO intends to link to this tool on our existing website.

Q5. Will the SJTPO publish a list of likely bidders for this proposal? If not for this project, is there a list of likely bidders for SJTPO proposals in general?

A5. While SJTPO maintains a consultant list for purposes of notification of RFP announcements, a list of likely bidders is not maintained. SJTPO cannot provide a list of the previous proposers as the organization has not completed a similar technical study to this Ladders of Opportunity.

Q6. Does the tool have to allow the analysis to be conducted on the internet (i.e., on ArcGIS Online, etc.)? Or, can the analysis be conducted offline, on a desktop computer and then the resulting output (i.e., maps) be uploaded to the internet (i.e., on ArcGIS Online, etc.)?

A6. The actual analysis does not need to be real-time. The results of the analysis (and GIS processing) are to be displayed as webpages. There does need to be an interactive component for the user so that they can filter results related to specific populations, modes, and destinations. However, SJTPO does not anticipate this effort to be a recurring technical study. The methodology for analysis, conducted offline, should be documented so the analysis can be replicated in the future without the assistance of a consultant.



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Q7. Can the tool use HERE (www.here.com) network Points of Interest in-lieu-of Costar, NETS, or other commercial data, where available?

A7. The data sources listed are suggestions based on the SJTPO's current knowledge of the subject. The consultant is free to recommend other data sources and analysis methods that they consider superior. However, explanation of the benefits of this alternative source of data is necessary.

Q8. Will the data be hosted on SJTPO's organizational ArcGIS Online account? Or, is the account expected to be created as a component of this RFP?

A8. A similar question was asked (Q4) and answered as part of A4.

Q9. Does the pedestrian/bicycle accessibility analysis need to utilize the existing pedestrian/bicycle facility details such as bike lanes and sidewalks, etc.? If it does, will this information be provided by SJTPO? If not, is it expected that the collection of that data would be a required component of this RFP?

A9. The bicycle accessibility analysis needs to utilize the existing bicycle facilities (details such as bike lanes, bike paths, and wide shoulders to the maximum extent possible). SJTPO will provide the spatial information for existing bikeway information to the winning proposer. (While there is information on the bike travel suitability for roads in our region, use of this information is not required).

While the pedestrian analysis does not need to incorporate the actual inventory of sidewalks, there should be some reasonable measure (e.g. short distance, proximity to bus stop) to determine the pedestrian accessibility of a specific destination. SJTPO does not have a sidewalk inventory in spatial or other data form. The consultant is not required to create the sidewalk information. The pedestrian analysis can assume the network user will walk along roadways.

Q10. Can the software be a subscription based tool? For example, can there be an annual cost associated with maintaining use of the tool?

A10. While it is not currently our preference to have a subscription over and above our current ESRI subscription which includes the ArcGIS Online feature, an alternative product, including a product with a subscription, will be considered. However, the benefits of such a product and subscription to SJTPO over and above the existing ArcGIS Online platform, would have to be demonstrated. If an alternative subscription based tool is proposed the proposal should document proposed ongoing costs relating to basic maintenance, hosting, licensing, etc. This is the only cost information that should be provided within the technical proposal. All other costs must be provided within a separately sealed envelope.



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Q11. Will SJTPO consider an already developed tool that provides additional capabilities beyond those explicitly requested in the RFP for a higher fee?

A11. A similar question was asked (Q10) and answered as part of A10.

Q12. Reuse of DVRPC solutions as a starting point? – The DVRPC “Equity Through Access Map Toolkit” at www.dvrpc.org/ETA/ is a tool that shows the *results* of a spatial analysis/modeling effort; it does not have any modeling tools per se... Does DVRP[C] also have GIS-based tools and workflows for *performing* the spatial analysis? If so, does SJTPO recommend or require that the DVRP[C] spatial analysis/modeling tools be used as well?

A12. SJTPO believes that DVRPC performed the spatial analysis using a GIS spatial analysis tool to create the walking shed to transit. DVRPC utilized their transportation model to estimate the travel time to destinations from census block groups. The consultant is to describe the tools that they will use to accomplish the same analysis. This analysis is to assess the accessibility of the general population and the disadvantaged population to certain destinations using certain modes. It is expected that the analysis is to be performed off-line with the results displayed on-line. See Q6 and A6 for more details with respect to analysis.

Q13. One-time, or repeatable spatial analysis tools? – Does SJTPO desire a modeling tool that can be run multiple times, with different model inputs and parameters? Or alternately does the SJTPO desire the consultant to perform the spatial analysis once and then build an ArcGIS Online-based web tool to present the results?

A13. A similar question was asked (Q6) and answered as part of A6. As indicated SJTPO does not anticipate this effort to be a recurring technical study. As such, any analysis conducted off-line should allow SJTPO to duplicate the analysis with different model inputs and parameters, independent of any consultant assistance. The consultant should document any additional spatial analysis tools if needed to complete the analysis, including any reoccurring fees associated with the tool.

Q14. GIS software for spatial analysis – The spatial analysis results will be published in an ArcGIS Online-based web map. However, ArcGIS Online has very limited modeling capabilities. Other GIS software would do the actual modeling and analysis. Must the modeling/analysis tool be web-based (using ArcGIS for Server or Portal for ArcGIS), or can it be a “desktop”-based tool using ArcGIS Desktop, ArcGIS Pro, Python and/or Model Builder?

A14. Similar questions were asked (Q6 and Q13) and answered (A6 and A13).



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Q15. Multi-model analysis? – To what extent should multi-modal trips be modeled and assessed in the Tool?

A15. Multi-modal trips are to be modeled to the greatest extent possible; modes to be considered include the vehicle, pedestrian, bicyclist, and transit-user. The ArcGIS Online-based tool is to display the results for network users' accessibility analysis. Some of the network users will engage multiple modes (walking to transit and taking transit to destinations). Others network users will be using a single mode, such as biking to a destination, or driving to a destination.

Q16. Does this project encompass the analysis of the entire SJTPO region or only specific counties?

A16. All four SJTPO counties are to be covered in this Ladders of Opportunity technical study.

Q17. Most of the needed data sets are readily available online, but does SJTPO anticipate that additional data collection efforts (surveys or similar) will be required?

A17. SJTPO does not envision the need to create new data but rather utilize a variety of existing, readily available, data sources. A list of minimally required data and likely sources is included within the RFP as Appendix A. The consultant is not limited to these datasets or sources and may propose different data and sources and are encouraged to propose additional data that supports the federal Ladders of Opportunity initiative.

Q18. ArcGIS Online setup is not mentioned in the RFP. Will the consultant be responsible for setting this up for the client, or will the consultant host the data and application in their own ArcGIS Online account?

A18. SJTPO has a subscription for ArcGIS Online. The consultant will be responsible for setting up any proposed tool using the SJTPO Online account and ensuring easy access and operation by SJTPO staff and other identified stakeholders.