

Northwestern Indiana Regional Planning Commission

RFP 15-14: City of Portage Transit Feasibility Study

RFP 15-15: City of Hobart Transit Feasibility Study

Pre-Submittal Conference

July 7th, 2015

ATTENDEES

Kathleen Honl	Northwestern Indiana Regional Planning Commission (NIRPC) Accounting and Procurement Coordinator
Belinda Petroskey	Northwestern Indiana Regional Planning Commission (NIRPC) Transit Planner
Archie Alle	Winston/Terrell Group
Jim Considine	Ty Lin
Tom Costello	The Urbana Group
Ken Dallmeyer	Ken Dallmeyer
Michael Grovak	Lochmeuller Group
Dan Haake	CDM Smith
Philip Hanegraaf	RS&H
Bill Troe	SRF Consulting Group
Terri Monroe Weems	ARSH Group
Tom Williams	Wight & Company

QUESTIONS AND ANSWERS

Q1: Regarding the survey to gain input on people's perceptions for the transit community, can you give a little more depth as to what you are looking for?

A1: Both mayors are particularly looking at what level of support there is outside of the senior communities, but the senior contingency is vitally important. They want a sense of the overall community feeling. They know what their seniors want, but what does everybody else think and what level of support are they willing to put to it.

Q2: Are you looking for a randomized sampling?

A2: There are no preconceived notions on how the survey should be done. We want to see what you think is the best way to give the communities opportunity for input.

Q3: Would it be acceptable in these communities to conduct a community survey exclusively online?

A3: We would like to see approaches other than an exclusive online survey. Both communities want adequate senior participation and we are concerned that the lack of computer literacy and computer access would limit the ability for the seniors to respond.

Q4: How big of a part does the survey play in the project?

A4: Based on conversations with the mayors of the Cities, the survey should be a significant part of the project.

Q5: Is there a funding mechanism set up for this project?

A5: Identifying a funding mechanism is a task of the project.

Q6: Is this envisioned as an urban version of the 5307 grant and will it move forward and operate as a true public transit service?

A6: It is the hope of both communities, if this moves forward, that it will operate like a true public transit system, whether that's an independent free standing service in each community, one service that is created and takes on both, or an expansion of existing service providers.

Q7: Would a consultant team be limited to only one of the two projects, or could the same team be selected for both projects?

A7: As long as the team meets qualifications, it is possible that the same team could be selected for both projects. You can propose for one, you can do both, but we do expect a level of awareness and communication. We want independent studies for each to know what each community feels.

Q8: Is origin and destination data available for the demand response service operating in Hobart and Portage? If so, is this information available electronically (spreadsheet/database), or as paper manifest only?

A8: The demand response providers are capable of providing origin and destination data. Data will be posted on the NIRPC website, www.nirpc.org, by Wednesday, July 15th, 2015.

Q9: Is ridership data available for the fixed-route services operation on the fringes of Hobart? If so, is ridership available by stop (or station in the case of the South Shore commuter rail line)?

A9: Ridership data is available from NIRPC through the year 2014 for all public transit providers in the three-county area. Ridership data for only Porter and Lake counties will be posted by Monday, July 13th, 2015 on the NIRPC website at <http://www.nirpc.org/transportation/public-transit.aspx>. The document will be titled, "Public Transit Ridership 2008-2014". Ridership by stop for fixed-route is not available.

Q10: Are the environmental justice needs identified?

A10: The environmental justice needs are not identified for this specific project, but the regional data can be found in the 2040 Comprehensive Regional Plan at <http://www.nirpc.org/2040-plan.aspx>

Q11: In the proposal, you ask for an agencies list. Is this limited to firms or can a proposer use the experience of an individual?

A11: The Proposer may list firms or experienced individuals.

Q12: Who is on the selection committees for Portage?

A12: The Portage selection committee is comprised of the Portage City Council President, the Director of Porter County Aging and Community Services, the Director of the Senior Center, the Lutheran minister who owns the comfort dogs, the Mayor's Secretary, a representative from the Portage Township Trustees Office, and representative from Porter-Starke Services, and a representative from the senior living complex at Rittenhouse Center. This may change at the discretion of the Mayor.

Q13: Who is on the selection committees for Hobart?

A13: The Hobart selection committee is comprised of the City Planner, the City Engineer, the Mayor's Chief of Staff, the Director of the Senior Center, a chamber member, a school representative, and a hospital representative. This may change at the discretion of the Mayor.

Q14: How does this project fit into the regional framework for transit?

A14: Refer to the 2040 Comprehensive Regional Plan at <http://www.nirpc.org/2040-plan.aspx> for the CRP long range transit plan. You can also contact David Wright at Gary Public Transportation Corporation (GPTC) at planningmanager@gptcbus.com for more information.

Q15: Can the DBE's be from outside of Indiana?

A15: A DBE vendor from any state would be acceptable.

Q16: Are the budgets for the two projects currently available?

A16: The budget for the City of Portage Transit Feasibility Study is \$150,000. The budget for the City of Hobart Transit Feasibility Study is \$150,000.

Q17: There is no mention of providing an approach in the RFPs. Do you want (the Proposer) to provide an approach?

A17: Please provide a detailed approach that you think is best for the project.

Q18: Do you want a separate document for the cost proposal?

A18: The cost proposal may be incorporated into the proposal. A separate cost proposal is not necessary.

Q19: Does NIRPC have a list of DBE firms specializing in Public Outreach / Public Involvement?

A19: You can search for Indiana DBE firms through the following link:
https://fs85.gmis.in.gov/psc/guest/EMPLOYEE/ERP/c/SOI_APPS_MWBE.SOI_DBE_CERT.GBL?&

Q20: What do you mean by "comprehensive list of public clients"?

A20: Your list of clients should demonstrate that (the Proposer) has knowledge and experience to complete the scope of work.

Q21: Are seniors, human services agencies, and special interest groups part of the stakeholders in the project?

A21: Yes, in both the City of Portage and the City of Hobart.

Q22: Are they (Q22 groups) represented on the award committees?

A22: Yes. See Q12 and Q13.

Q23: Have the communities discussed putting the study together?

A23: There was discussion, between the mayors of Portage and Hobart, of combining the study prior to release of the RFPs. They concluded that each wanted to do their own study.

Q24: Could the awards go to two different firms?

A24: Yes, the evaluation committees are different and there is possibility of the awards going to different firms.