

RESPONSES TO QUESTIONS RECEIVED ON RFP

MINNEAPOLIS TRANSPORTATION ACTION PLAN

12/17/04

1. *Request for list of companies who received the RFP.*

A list of companies that were notified of the availability of the RFP is provided on the City's web site, which can be reached at www.ci.minneapolis.mn.us/news/20041119TransportRFP.asp. In addition, availability of the RFP was advertised in the Minnesota State Register, Passenger Transport and Urban Transportation Monitor.

2. *Does the DBE requirement relate to CERT Program? Would a firm certified in CERT qualify as a DBE?*

The City has adopted the Metropolitan Council's DBE program for this project because the project will be funded, in part, with federal funds. Therefore, this project is subject to federal requirements, which supersede local requirements including the CERT program. A firm must be on the Mn/DOT or Metro Council list of certified DBE firms to meet the federal DBE requirements. A firm that is certified in CERT does not automatically qualify as a certified DBE. Additional information regarding the certification process, qualified firms and the "good faith effort" has been posted on the City's website, which can be reached at www.ci.minneapolis.mn.us/news/20041119TransportRFP.asp.

3. *Will the City make available prior to January 7, 2005 to the consultant teams forecasting model, traffic operations model and parking model for the downtown area?*

The models will be made available to the selected consultant.

4. *When was the most recent update for the City's travel forecasting model, and would you send us the current documentation?*

The City's downtown model was last updated for the 2000 Downtown Transportation Study. Model documentation will be made available to the selected consultant.

5. *Which travel demand model would you prefer be used for transit forecasting? Does the City's model include mode choice?*

The Metropolitan Council's mode choice model will be used for this project. The City's downtown model uses the regional model, along with information

from the cordon counts and the parking model, to provide a more detailed generation and distribution of trips in the downtown area.

6. *Are you anticipating any role for the Metropolitan Council's most recent 2000 TBI updated travel forecasting models?*

The Metropolitan Council's most current travel forecasting models will be used in conjunction with the City's more detailed downtown models.

7. *Will the GIS data be provided in ESRI electronic format?*

GIS data may be provided from three agencies: Metro Council/Metro Transit, Hennepin County and the City of Minneapolis. The formats of that data could be verified with each of those agencies GIS departments.

8. *What emphasis is desired for parking structure design within Phase Three: Street Design Guidelines?*

Only general guidelines are expected for this sub-task.

9. *Is a copy of the 2003 cordon count available?*

The results of the 2003 cordon count are available on the City's website at www.ci.minneapolis.mn.us/council/2004-meetings/20040227/docs/11_cordon_count_report.pdf

10. *In section 4.2.4 "Other Information Provided", will the consultants be required to pay for obtaining this information?*

No, the City will provide this information to the selected consultant without charge.

11. *Are copies of the studies noted on pages 26 and 27 in the RFP only available in your office to review? How can copies of these reports be obtained?*

Copies of these documents can be ordered for a small fee by contacting Mary Ann Miller, Minneapolis Public Works Department, by fax (612-673-2194) or e-mail (Maryann.Miller@ci.minneapolis.mn.us).

12. *How many copies of each deliverable will be required? Is there a minimum number of copies set for the draft and final summary report?*

Only an electronic copy of interim deliverables is required. Both an electronic copy and 25 hard copies of the draft and final summary report should be provided.

13. *Is Phase Five (optional task) included as part of the \$600,000 budget? Should our cost include Phase Five or should it be a separate item?*

Phase Five should be included as part of the \$600,000 budget. The budget should provide separate line-item costs for each phase and major task.

14. *Would it be acceptable to submit graphics, charts, or exhibits on 11x17-inch paper and fold them to 8 ½ x 11-inch size? Would the 11x17 sheets be considered one or two pages of the 50-page total?*

Only graphics, charts and exhibits may be provided on 11x17-inch paper but must be folded to 8 ½ x 11-inch size. 11x17 sheets should be kept to a minimum. They will be counted as one page of the 50-page maximum.

15. *Would it be acceptable to submit examples of work on 11x17-inch paper and fold them to 8 ½ x 11-inch size? Will appendices (work examples and resumes) count against the 50-page total?*

Examples of work may be submitted on 11 x 17-inch paper and folded to 8 ½ x 11-inch size. 11x17 sheets should be kept to a minimum. Appendices (work examples and resumes) will not count against the 50-page total.

16. *Who is on the selection committee?*

This information will not be made available until after the consultant selection process has been completed.

17. *Who will the project manager be for the City of Minneapolis?*

The project manager will be identified after the consultant selection process has been completed.