## **Consultant Questions/Answers**

- 1. Q: What data/mapping/analysis is already available? Count data of vehicles, peds, bikes; LOS analysis, survey data, structural analysis of the bridge, etc.
  - A: The County's GIS mapping data is available. The County Public Works Department and/or Contra Costa Transportation Authority may have vehicle counts and level of service (LOS) analysis at intersections within the study corridor. Caltrans may have structural information of the over-crossing.
- 2. Q: Given the holiday schedule, could you let us know what week the interviews would occur in December?
  - A: Interviews will be conducted during the second half of January 2014. Specific dates/times will be determined at the discretion of the consultant selection committee.
- 3. Q: What will be the membership of the TAC and will it include Caltrans?
  - A: The Technical Advisory Committee (TAC) will include local staff (County and Walnut Creek) and Caltrans staff. Participants may also include the Contra Costa Centre Municipal Advisory Council (MAC) or members from other local community organizations.
- 4. Q: What do you envision as being the final presentation materials and to whom will this be presented?
  - A: Final presentation materials will be developed based on the vision of the TAC. Audiences to receive presentations of final materials may include, but not be limited to: Municipal Advisory Council, local elected bodies (e.g. County Planning Commission, Board of Supervisors, City Council).
- 5. Q: Does the selection panel have any preferences about the number of people included in the consultant team presentation?
  - A: The consultant selection team has no preference as to the number of presenters per consultant team.
- 6. Q: Will there be a computer and/or projector available for use by the consultants?
  - A: A laptop computer and projector will be made available upon request. Please notify Jamar Stamps, Contra Costa County, via email (<u>jamar.stamps@dcd.cccounty.us</u>) at least one week in advance if specific arrangements for such equipment or other multi-media equipment need to be made.
- 7. Q: Details about the selection panel, including the number, names (or representing organizations), etc.

## **Consultant Questions/Answers**

A: The 5-member consultant selection team/interview panel will be comprised of staff from Contra Costa County's Department of Conservation and Development, Public Works and Health Services, City of Walnut Creek and Caltrans.

8. Q: Will any pro-forma questions be asked?

A: A number of standard questions shall be asked of every firm in the interview and possibly several "firm-specific" questions dependent upon feedback from the consultant selection committee's review of the Request for Proposals (RFP). Based on responses to the questions, pertinent follow up questions may be asked if clarification is needed by the consultant selection committee.

9. Q: Are there any specific focus areas not already mentioned in the RFP?

A: There are no other specific focus areas in addition to those listed in the RFP. However, this does not preclude any other issues identified within the study area, based on feedback from the community or staff, from being addressed as we begin to develop the project.

10. Q: Are there areas of our proposal which you would like clarified?

A: If necessary, firms will have the opportunity to address such questions during the interview.

11. Q: What is the Diablo Conference Room (where consultant interviews will be held) seating capacity and what equipment will be provided?

A: There are approximately 19 seats around the conference room table and 10 seats around the room against the wall. The room has a projector and laptop available. Please notify Jamar Stamps, Contra Costa County, via email (<a href="mailto:iamar.stamps@dcd.cccounty.us">iamar.stamps@dcd.cccounty.us</a>) at least one week in advance if specific arrangements for such equipment or other multi-media equipment need to be made.

12. Q: Evaluation committee size and composition?

A: (see previous answer, #7)

13. Q: For the interview, we will need to show a Powerpoint presentation. Will a computer hooked up to a projector be provided so that we only need to bring a thumb drive with the presentation?

A: A laptop and monitor will be ready to go if you decide to bring a thumb drive. Feel free to contact Diane Bodon at CCTA if you have any questions about the equipment, her information is below. You can also send the presentation to Diane via email and she will have it loaded up and ready to go.

## **Consultant Questions/Answers**

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