

U.S. 101 HOV Project in Ventura County

PA&ED Phase

Pre-Proposal Meeting Summary

Sponsored by the Ventura County Transportation Commission & Caltrans

Camarillo City Council Chambers

August 31, 2017

The Pre-proposal meeting began at approximately 10:35 AM and ended at approximately 10:55 AM.

Darren Kettle, Executive Director of the Ventura County Transportation Commission (VCTC), provided the opening remarks and introduced the VCTC/Caltrans team.

Sujaya Kalainesan, Caltrans District 7 Project Manager, provided highlights of the project and RFP using a powerpoint/slide presentation. These highlights include:

- U.S. 101 is an important interregional route.
- Need to reduce congestion and accommodate future growth.
- 4 Project Alternatives were developed and described in the Project Initiation Document (PID).
- The RFP provides flexibility as to what project alternatives are selected and the ability to combine alternatives or aspects of the 4 alternatives.
- The reason for the difference between the CEQA document in the PID compared to the RFP is to allow for greater flexibility when it comes to selecting the project alternative. Caltrans continues to believe that the appropriate NEPA document for the project is the FONSI. Caltrans headquarters does not believe that a higher NEPA document would be required. For CEQA, Caltrans selected the Mitigated Negative Declaration with the idea that it can be upgraded to a higher level document if necessary. Consultants should consider in their proposals whether a higher CEQA document (such as an EIR) is warranted based on the proposed alternative.
- Project will require fact sheets, railroad involvement/coordination, permits, right of entry agreements, advanced planning studies structures, and coordination with stakeholders.
- Deadline to submit proposals to VCTC is September 28. Six (6) hard copies of the proposal are required. Cost proposals are due during the interviews, not before, and should be submitted in a sealed envelope.
- Proposals may exceed the \$9.5 million cap listed in the RFP if the cost is justified and included in the line item cost.
- RFP deadlines:
 - o Deadline for Proposal Submission – September 28, 2017
 - o Proposal review and evaluation: September 29, 2017 – October 10, 2017
 - o Oral interviews: October 17, 2017 – October 19, 2017
 - o Cost Negotiation with first ranked consultant: October 20, 2017 - October 24, 2017
 - o Pre-Award Audit period begins: October 25, 2017

- Approximate Contract Award and Notice to Proceed: January 5, 2017

Questions from the Audience and Answers from VCTC/Caltrans

Question 1: Will the information from this meeting be posted on the VCTC website

Answer to Question 1: Yes

Question 2: Is the DBE Information – Good Faith Efforts form required to be submitted with the Proposal?

Answer to Question 2: Yes. The DBE Information - Good Faith Efforts form should be completed and included as part of the Proposal even if the DBE goal is met. This requirement serves as a protection in case, for example, the anticipated DBE participation was not correctly calculated.

Clarification from Darren Kettle Regarding the \$9.5 million project estimate.

VCTC has set aside enough money to fund the PA&ED phase based on the cost listed in the PID (\$14 million). The \$9.5 million cost listed in the RFP is a more recent estimate that was derived based on estimates developed by the Orange County Transportation Authority, Los Angeles County METRO and Caltrans. If a higher cost is justified, proposals with cost estimates higher than \$9.5 million will not be rejected.

Question 3: Should VCTC submit an Addendum to the RFP to remove the \$9.5 million project cost cap?

Answer to Question 3: VCTC will examine whether it will submit an Addendum to the RFP to clarify or change the \$9.5 million cost figure and language. All interested parties will be notified of the decision and changes.