



**TO: Consultants**

**DATE: June 15, 2021**

**SUBJECT: Request for Proposals –  
KCAG 2022-2046 Regional Transportation Plan (RTP) /  
Sustainable Communities Strategy (SCS) and Public Outreach**

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The Kings County Association of Governments (KCAG) is seeking a qualified consultant to perform all tasks related to the preparation of the 2022 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS), and Public Outreach components.

This contract will be funded with Federal Highway Administration Metropolitan Planning (FHWA PL) and State SB 1 Sustainable Communities Formula Grant funds. As such, applicable Federal and State requirements to such contracts will apply. Firms interested in this project should send their proposals to the attention of:

Christopher Xiong, Regional Planner  
Kings County Association of Governments  
339 W. D Street, Suite B  
Lemoore, CA 93245

The deadline to submit proposals to KCAG is no later than Friday, July 9, 2021 by 5:00 p.m. A copy of this RFP has been posted on the KCAG website along with certain related documents at [www.kingscog.org](http://www.kingscog.org).

If you should have any questions or require additional information regarding this project, please feel free to contact me at (559) 852-2676, or by email at [Christopher.Xiong@co.kings.ca.us](mailto:Christopher.Xiong@co.kings.ca.us).

Sincerely,

KINGS COUNTY ASSOCIATION OF GOVERNMENTS  
Terri King, Executive Director

Christopher Xiong, Regional Planner

Encl.

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# REQUEST FOR PROPOSAL

2022 - 2046  
KINGS COUNTY ASSOCIATION OF GOVERNMENTS  
REGIONAL TRANSPORTATION PLAN (RTP)  
SUSTAINABLE COMMUNITIES STRATEGY (SCS)  
AND  
PUBLIC OUTREACH

As Requested By:

KINGS COUNTY ASSOCIATION OF GOVERNMENTS  
339 W. D Street, Suite B  
Lemoore, CA 93245



DUE: JULY 9, 2021

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## I. INTRODUCTION

Kings County Association of Governments (KCAG) invites proposals from professional consulting firms for the preparation of the KCAG 2022 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS), and conduct the Public Outreach components for all documents. The RTP and SCS need to comply with all recent legislation as well as Senate Bill 375 (SB 375). The 2022 RTP/SCS will be subject to any requirements established in the federal surface transportation reauthorization, Fixing America's Surface Transportation Act (FAST Act). SB 375 includes planning requirements on metropolitan planning organizations (MPO), such as the addition of an SCS element within the RTP. The SCS requires regions to meet greenhouse (GHG) emission reduction targets for cars and light trucks set by the California Air Resources Board (CARB).

The 2022 RTP will be the planning guide containing transportation policies and projects which guide the region for the next 25 years (to 2046). The Consultant will be required to complete the following statutorily required planning elements while being consistent with the 2017 California Regional Transportation Plan Guidelines for MPOs. The SCS will also need to follow CARB's SCS Evaluation Guidelines. Planning elements need to be consistent with other transportation plans within the region. The RTP shall provide a clear vision of the regional transportation goals, policies, objectives, and strategies for the next 20 years.

This plan will be guided by a RTP/SCS Stakeholder Advisory Group comprised of local leaders, groups, and local agency representatives, and will require a rigorous public participation process to engage stakeholders across the region. The project is expected to be completed in 2022.

## II. OVERVIEW OF KINGS COUNTY

Kings County is located in the south central San Joaquin Valley, encompassing approximately 1,400 square miles with predominantly rural, sparsely settled agriculture. Kings County, as one of the smallest counties in California, has a population of approximately 152,543 residents, projected to grow to 165,752 residents by the year 2030. Of the current population, persons with a disability comprise approximately 18%, and about 37% of those disabled are aged 65 years or older. The City of Hanford, the County seat, has a population of 59,981 per the latest State Department of Finance population estimates. Hanford is located centrally within Kings County along State Highway 198, between State Highway 99 and Freeway 5.

KCAG is the state recognized Regional Transportation Planning Agency (RTPA) and the federally designated Metropolitan Planning Organization (MPO) for Kings County. KCAG operates under a Joint Powers Agreement (JPA) between the four incorporated cities of Avenal, Corcoran, Hanford, and Lemoore, and the County of Kings. KCAG provides the opportunity and an impartial setting for the state, regional, and local governments to coordinate and solve current issues and plan for the future. KCAG works with local agencies, transit agencies, the Tribal Government, and the public to build consensus, prepare regional and strategic plans, obtain and allocate resources, and provide information on a broad range of topics pertinent to Kings County's quality of life.

As mentioned above, Kings County is located in the San Joaquin Valley, which is a multi-jurisdictional area, and therefore coordination with the other San Joaquin Valley Metropolitan Planning Organizations (SJV MPOs) and interagency consultation partners is critical throughout the project. The eight SJV MPOs coordinate valley-wide

transportation programming and air quality efforts through the SJV MPO Director's Committee.

### III. PROJECT BACKGROUND

#### A. Regional Transportation Plan (RTP)

California Government Code §65080 et seq. and Title 23 United States Code (USC) §134 require RTPAs and MPOs to prepare long-range transportation plans to: 1) establish regional goals, 2) identify present and future needs, deficiencies and constraints, 3) analyze potential solutions, 4) estimate available funding, 5) propose investments, and 6) reduce greenhouse gas inventories. State statutes require that the RTP serve as the foundation for the short-range transportation planning documents: the Regional and Federal Transportation Improvement Programs (RTIP and FTIP).

The RTP is the long-range planning, policy, action, financial, and sustainability document for the Kings County region. The 2022 RTP will cover a 25-year period from 2022 to 2046. The RTP identifies the region's transportation, land use, and housing needs, and issues and sets forth actions, programs, and projects to address those needs and issues. The RTP adopts policies, sets goals, and identifies financial resources to encourage and promote the safe and efficient management, operation, and development of a regional intermodal transportation system that will blend with the land uses and housing decisions of our local agencies to establish a sustainable region while serving the mobility needs for people and goods.

#### B. Sustainable Communities Strategy (SCS)

In 2006 the State Legislature passed and the Governor signed Assembly Bill (AB) 32, the California Global Warming Solutions Act of 2006. This law's overall goal is to reduce the state's emissions of greenhouse gases (GHG) back to 1990 levels by 2020. In the Fall of 2008, the Legislature passed and the Governor signed Senate Bill (SB) 375, a bill that addresses the specific portion of GHG emissions related to the regional transportation planning process.

SB 375 linked transportation planning and land use planning more closely and requires MPOs to prepare a SCS within the first RTP adopted after September 30, 2010. KCAG developed the first SCS as part of the 2014 RTP/SCS. The SCS was then updated during the 2018 RTP/SCS process making it the second iteration of the strategy. The 2022 RTP will be required to include the SCS element, per SB 375.

The 2022 RTP/SCS will need to fully address the elements of AB 32 and SB 375. SB 375 contains specific requirements of the public outreach program. See sections 4.1, 4.4, 4.6 and 4.7 of the 2017 RTP MPO Guidelines.

#### IV. SCOPE OF WORK

##### **A. Develop Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS) and Conduct Public Outreach**

KCAG is seeking proposals from qualified consultants to prepare the 2022 Regional Transportation Plan (RTP) document as well as the Sustainable Community Strategy (SCS) element to satisfy the SB 375 requirements. The Consultant will also conduct the public outreach components as required per applicable regulations. The RTP and SCS are to also reflect the unique community characteristics of the region.

The selected Consultant will be required to develop a RTP/SCS and conduct public outreach that is in compliance with all applicable state and federal regulations. The Consultant is to use the 2017 RTP Checklist that is included in appendix C of the 2017 RTP Guidelines available on Caltrans's webpage. Along with the RTP guidelines, the SCS must also follow the California Air Resources Board's (CARB) SCS Evaluation Guidelines procedures and be consistent with the guideline's contained methodologies:

2017 RTP Guidelines for MPOs:

<https://dot.ca.gov/programs/transportation-planning/regional-planning/federal-state-planning-program/2017-rtp-guidelines-for-mpos>

CARB SCS Evaluation Guidelines:

<https://ww2.arb.ca.gov/resources/documents/scs-evaluation-resources>

This project is funded from two different sources with the RTP Update utilizing Federal Highway Administration Metropolitan Planning (FHWA PL) funds and the SCS development utilizing State SB 1 Sustainable Communities Formula Grant funds. There will be two (2) main tasks as part of this project, the first being the RTP Update and the second being the SCS development. Both the RTP Update and SCS development will include its own separate Public Outreach component and should be reflected in the proposal and budget. The Consultant shall separate the RTP Update and the SCS development tasks within their proposal while staying within the total budget limit provided in Section XI of this proposal.

The third task consists of preparing the Draft and Final RTP/SCS document and should be budgeted accordingly based on the Consultant's proposal of anticipated work scope for the RTP Update and the SCS development and the respective fund sources.

The Consultant shall review and update the RTP document and its contained chapters and appendices to reflect the most current information available and should be done in parallel with the SCS development process.

The scope of work for this project shall contain but is not limited to:

##### **1. Regional Transportation Plan (RTP) Update and Public Outreach**

###### *Data Review*

The Consultant shall review all updates to studies and documentation with respect to the requirements of 2022 RTP development. The review should include all KCAG planning documents, local agency General Plans, and other planning and environmental documents within the region. The Consultant should evaluate the

Kings County socioeconomic characteristics by reviewing existing trends and future population, employment, and housing projections. A complete assessment of the existing transportation system should also be conducted, such as: Highways and Arterials, the Regionally Significant Roads System, Mass Transportation, Aviation, Active Transportation Systems, Goods Movement, Transportation Demand Management and Intelligent Transportation Systems. Utilizing this review, the Consultant shall update the introductory chapters (2018 RTP/SCS, Chapter 1-2).

#### *Policy Element Review and Update*

The Consultant shall review the 2018 Policy Element (2018 RTP/SCS, Chapter 3) and accept comments from KCAG staff to determine the need to propose any changes and to ensure that the policy element is consistent with and reflects current land use plans of Kings County local agencies. The completed policy element should clearly convey the transportation policies of the KCAG and its member agencies. The Policy Element should include discussion on how the policies were developed, identify significant changes in the policies from previous plans, and provide supporting reasons for changes in policies from previous plans.

#### *Action Element Review and Update*

The Consultant shall review the 2018 Action Elements (2018 RTP/SCS, Chapter 4-10) and update the chapters to be consistent with the short and long-term activities of member agencies that address the region's transportation issues and needs. These chapters should identify the investment strategies, alternatives and project priorities beyond what is currently programmed in KCAG's Federal Transportation Improvement Program (FTIP). There should also be discussion of preparatory activities such as identification of existing need, assumptions, forecasting, potential alternative actions, and analysis of data and conclusions, consistent with the 2017 RTP Guidelines.

#### *Financial Element Review and Update*

The Consultant shall review and update the 2018 Financial Element (2018 RTP/SCS, Chapter 11) to be consistent with the most currently available funding information and data. It should include an overview of the revenues that are reasonably expected from federal, state, and local governmental funding programs to support transportation investments identified in the RTP Chapters (Chapters 4-10).

As part of the RTP Development and Update, the Consultant shall:

- Develop and update RTP document components and appendices. As described above, the Consultant will update the RTP document elements and appendices reflecting the most current data and plans from local agencies. This is to be completed while incorporating feedback and guidance from the public and Stakeholder Advisory Group.
- Include strategies for addressing environmental justice into the RTP document.
- Compile project listing from member agencies to be included in the RTP/SCS. The Consultant will work with KCAG staff in compiling project listings from member agencies and incorporating the lists into the 2022 RTP. The project



list will need to be visualized on maps for public workshops as part of the public outreach efforts. The Consultant will work with KCAG staff in digitizing RTP projects into GIS layers to be used in public outreach efforts as well as visualizations within the RTP document.

- Work with KCAG staff and consultants in updating the KCAG travel demand model to reflect the RTP project lists and land use assumptions. KCAG has an on-call modeling consultant that manages the region's travel demand model, the Consultant will work with KCAG staff and consultants in assuring that the 2022 RTP projects and land use assumptions are reflected in the KCAG travel demand model.

#### *RTP Public Outreach*

The Consultant shall conduct public outreach in accordance with applicable laws pertaining to RTP/SCS development. Public outreach is to be conducted in coordination with the KCAG staff as directed.

The outreach strategies should include but are not limited to websites, surveys, newsletters, virtual presentations, and other types of briefing materials. The Consultant should include descriptions of its plan for public and stakeholder outreach to meet the requirements of SB 375 while taking advantage of existing channels of communication such as the KCAG website, existing city websites, newsletters, communication channels, and other similar forms.

A RTP/SCS Stakeholder Advisory Group is to be convened comprised of local leaders, groups, and local agency representatives that will guide the development of the RTP/SCS.

As part of the RTP Update Public Outreach Component, the Consultant shall complete the following:

- Develop a dedicated public outreach webpage to host RTP/SCS documents, updates, and notifications.
- Identify and develop a list of Kings County community groups to be engaged during the RTP/SCS development process and develop a schedule for conducting and facilitating all public meetings.
- Prepare meeting agendas, mail meeting packages, and present the information to the KCAG staff and Stakeholder Advisory Group.
- Prepare summary notes of Stakeholder Advisory Group and Public Workshop meetings. The notes shall be submitted to KCAG Project Manager for review and approval to be included in subsequent meetings.
- Provide translational services. The Consultant will be required to translate all materials (including, but not limited to flyers, handouts, PowerPoint, presentations, etc.) for presentation to the public into Spanish Language and facilitate a Spanish Language public meeting/workshop. Consultant will also be required to effectively lead a question and answer session during the meeting in both English and Spanish.
- Identify locations and alternative meeting dates within Kings County (advised by KCAG staff) to conduct each community outreach meeting.
- Set-up meeting locations prior to the scheduled meeting time, including room arrangements, refreshments, audio, recording, and presentation equipment.
- Develop tools for use in community outreach meetings and workshops.

- Each workshop shall include visualization strategies, such as maps, of the scenarios and projects.
- Prepare reports within the RTP/SCS document to comply with SB 375 and public outreach requirements.
- All public outreach documents are to be provided to KCAG in electronic format for inclusion on the KCAG webpage.

## **2. Sustainable Communities Strategy (SCS) Development and Public Outreach**

### *Develop Sustainable Communities Strategy*

The Consultant shall update/develop and finalize the Kings County Sustainable Communities Strategy (SCS) as part of the 2022 Regional Transportation Plan (2018 RTP/SCS, Chapter 12) and be compliant to the requirements of SB 375. An outreach strategy as part of the SB 375 process will include an extensive dialogue and collaboration between KCAG, local agencies and authorities and a variety of stakeholders, as well as the general public. The outreach process will seek to build partnerships and consensus on planning strategies so that the final SCS embodies a collective vision for the region's transportation future.

The KCAG staff will work with the Consultant to develop the Kings County SCS for the 2022 RTP, which will be consistent with the Kings County General Plan and local Agency General Plans.

The SCS development will also need to be consistent with the California Air Resources Board's (CARB) SCS Evaluation Guidelines. SCS development will include Strategy-Based Evaluation Components listed in CARB's guidelines. The Consultant will work with the KCAG staff to compile information and data for the SCS Evaluation process.

SCS development shall include:

- Development of the SCS component of the RTP. Mandated by SB 375, MPOs are required to develop an SCS that is to be incorporated into the Regional Transportation Plan and demonstrates how the regional will meet the greenhouse gas (GHG) emissions targets by integrating transportation, land use, and housing in the planning process. The SCS must also contain an analysis tracking the implementation and progress made from previous SCSs. The Consultant will develop an SCS that is consistent with local and regional plans to meet the GHG emission targets.
- Development of the Technical Methodology. The technical methodology is a document mandated by SB 375 and is submitted to the California Air Resources Board (CARB) for concurrence. This document describes methodology the MPO intends to use to estimate the greenhouse gas (GHG) emissions from its sustainable communities strategy, and alternative planning strategy, if applicable. It includes a description of models and tools used to calculate the GHG reductions to meet the GHG targets. Off-model strategy calculations that are to be used to meet GHG targets are also required to be included in the technical methodology document. The Consultant will work with KCAG staff and consultants in developing the technical methodology that is consistent with the SB 375 requirements and CARB's SCS Evaluation guidelines (Appendix A of CARB's SCS Program and Evaluation Guidelines).

- Development of off-model strategies to include GHG reductions that are not captured in the KCAG transportation demand model.
- Develop and estimate the resulting GHG reductions using the most current and accepted methodologies available.
- Develop SCS scenarios that explore different strategies that not only contribute to reducing GHG emission, but can also be reasonably deployed given the unique characteristics of the region and its communities.
- Development of performance indicators for scenarios.
- Present SCS scenarios to the public and Stakeholder Advisory Group.
- Prepare documents to support the SCS Evaluation Process, per CARB's SCS Program and Evaluation Guidelines.

In the event the SCS does not meet the GHG emission targets set by CARB, SB 375 requires that an MPO prepare an Alternative Planning Strategy (APS) that, if implemented, would meet the targets. The APS would follow after the development of the SCS, if needed. As part of the Consultant's proposal, the Consultant should consider the goal of an APS is to bridge the gap between the SCS and the state-mandated targets. The APS would not be an entirely new plan, but would be limited to additional strategies required for the region the meet the GHG targets.

**SCS Development Contingent Tasks:**

- Development of an Alternative Planning Strategy (APS).

***SCS Public Outreach***

The Consultant shall conduct public outreach in accordance with applicable laws pertaining to RTP/SCS development. The Consultant shall develop a Supplemental Public Participation Plan for the 2022 RTP/SCS, while being compliant to applicable regulation requirements. Public outreach is to be conducted in coordination with the KCAG staff as directed.

The outreach strategies should include but are not limited to websites, surveys, newsletters, virtual presentations, and other types of briefing materials. The Consultant should include descriptions of its plan for public and stakeholder outreach to meet the requirements of SB 375 while taking advantage of existing channels of communication such as the KCAG website, existing city websites, newsletters, communication channels, and other similar forms.

Similar to the RTP Update task, a RTP/SCS Stakeholder Advisory Group is to be convened comprised of local leaders, groups, and local agency representatives that will guide the development of the SCS.

As part of the SCS Public Outreach Component, the Consultant shall complete the following:

- Develop a Supplemental Public Participation Plan for the 2022 RTP/SCS. The Supplemental Public Participation Plan (SPPP) is a complementary document

to the 2011 KCAG Public Participation Plan. This document will outline how KCAG will engage the public throughout the 2022 RTP/SCS update and development of the Sustainable Communities Strategy for the Kings County region. The Consultant will develop a SPPP for the 2022 RTP/SCS update while meeting the SB 375 regulation requirements.

- Develop a dedicated public outreach webpage to host RTP/SCS documents, updates, and notifications.
- Identify and develop list of Kings County community groups to be engaged during the RTP/SCS development process and develop a schedule for conducting and facilitating all public meetings.
- Prepare meeting agendas, mail meeting packages, and present the information to the KCAG staff and Stakeholder Advisory Group.
- Prepare summary notes of Stakeholder Advisory Group and Public Workshop meetings. The notes shall be submitted to KCAG Project Manager for review and approval to be included in subsequent meetings.
- Provide translational services. The Consultant will be required to translate all materials (including, but not limited to flyers, handouts, PowerPoint, presentations, etc.) for presentation to the public into Spanish Language and facilitate a Spanish Language public meeting/workshop. Consultant will also be required to effectively lead a question and answer session during the meeting in both English and Spanish.
- Identify locations and alternative meeting dates within Kings County (advised by KCAG staff) to conduct each community outreach meeting.
- Set-up meeting locations prior to the scheduled meeting time, including room arrangements, refreshments, audio, recording, and presentation equipment.
- Develop tools for use in community outreach meetings and workshops.
- Each workshop shall include visualization strategies, such as maps, of the SCS scenarios and projects.
- Prepare SCS reports within the RTP/SCS document to comply with SB 375 and public outreach requirements.
- All public outreach documents are to be provided to KCAG in electronic format for inclusion on the KCAG webpage.

### **3. Prepare Draft and Final RTP/SCS**

The Consultant shall prepare the draft RTP/SCS. The RTP/SCS is required to go through a 55-day public review and comment period with at least two (2) public hearings. Once the review period is complete consistent with regulation requirements and all comments are properly addressed, the Consultant shall prepare the Final RTP/SCS for adoption by the Transportation Policy Committee (TPC).

Preparing the Draft and Final RTP/SCS shall include:

- Prepare the Draft RTP/SCS documents.
- Provide hard copies of Draft RTP/SCS to all committees.
- Public notice for 55-day public review and comment period.
- Hold two (2) public hearings for draft documents.
- Address and Respond to comments on the draft documents.
- Present Draft RTP/SCS to the KCAG Technical Advisory Committee and Transportation Policy Committee.
- Prepare the Final RTP/SCS documents.
- Provide electronic and hard copies of Final RTP/SCS.

## **B. RTP/SCS Development Phases**

The RTP and SCS development will coincide and consists of five anticipated phases leading up to the adoption of the 2022 RTP/SCS. A brief description of each is provided with highlighted activities for each phase.

### **Phase 1 – Program Setup and Conceptual Scenario**

- Hold one (1) Stakeholder Advisory Group meeting to initiate discussions with local agencies and public groups on RTP/SCS development process and target setting.
- Development of the Emissions Methodology (Technical Methodology).
- Development of the Supplemental Public Participation Plan (SPPP).
- Development of the collaborative approach/process description.
- Develop and circulate the conceptual Scenarios.
- Begin updating RTP document elements.
- Finalization of roles and responsibility among KCAG and its partners and Stakeholder Advisory Group.

### **Phase 2 – Target Setting/Scenario Planning/Outreach**

- Hold two (2) workshops to help understand public and Stakeholder Advisory Group priorities to help inform scenario development.
- Hold one (1) Stakeholder Advisory Group meeting to seek input on scenario components and present results from public workshops.
- Local elected officials and jurisdictions informational sessions.
- Discuss with RTP/SCS Stakeholder Advisory Group and the public principles and assumptions used to develop each scenario to gauge acceptance of acceptance.
- Develop visualizations of anticipated projects and land use assumptions from city/county agencies to help inform RTP/SCS policies.

### **Phase 3 – SCS Development**

- Hold two (2) workshops to obtain feedback and selection of developed scenarios from the public.
- Hold one (1) Stakeholder Advisory Group meeting to present results from workshops and select the preferred scenario.
- Present scenarios with information and visual tools necessary to provide a clear understanding of the issues and policy choices.
- Prompt discussion and consideration of various strategy options for scenarios.
- Release Draft 2022 RTP/SCS for public comment and review.

#### Phase 4 – Draft 2022 RTP/SCS

- Conduct information session presentations to all city/county agency Councils and Boards on Draft RTP/SCS.
- Conduct two (2) public hearings for the Draft RTP/SCS (one at a Technical Advisory Committee meeting and another during a Transportation Policy Committee meeting).
- Respond to comments/input to Draft RTP/SCS and Draft EIR.

#### Phase 5 – Final 2022 RTP/SCS

- Prepare and adopt Final 2022 RTP/SCS and EIR.

#### *RTP/SCS Anticipated Meetings*

KCAG anticipates the following number of meetings/workshops to be conducted, however additional meetings/workshops will be conducted as needed:

- Conduct three (3) Stakeholder Advisory Group meetings.
- Conduct four (4) public workshops at varying locations in the Kings County region.
- For the draft and final documents, attend at least two (2) Transportation Policy Committee (TPC) and two (2) Technical Advisory Committee meetings.

#### V. AVAILABLE RESOURCES

The following background, resource, and reference information materials are available for use by consultants for the preparation of the KCAG Regional Transportation Plan (RTP) / Sustainable Communities Strategy (SCS) and Public Outreach Component. KCAG staff will work with the selected consultant to integrate key existing resources as part of this effort.

##### Legislative Actions:

- SB 375, Regional Transportation Plans - Sustainable Communities Strategies
- AB 32, California Global Warming Solutions Act of 2006
- SB 97, CEQA Greenhouse Gas Emissions
- SB 1771, Greenhouse Gas Emission Reductions: Climate Change
- SB 743, CEQA criteria for transportation impacts in transit priority areas
- SB 325, Transportation Development Act of 1971, 2018 Transportation Development Act Statutes & California Code of Regulations
- SB 535, Disadvantaged Communities
- Executive Order B-30-15: New California Goal Aims to Reduce Emissions 40 Percent Below 1990 Level by 2030

##### KCAG Resources:

- 2018 KCAG Regional Transportation Plan  
[https://www.kingscog.org/rtp\\_adopted](https://www.kingscog.org/rtp_adopted)
- 2018 KCAG Regional Transportation Plan Update Process  
[https://www.kingscog.org/rtp\\_update](https://www.kingscog.org/rtp_update)
- KCAG Public Participation Plan  
[https://www.kingscog.org/get\\_involved](https://www.kingscog.org/get_involved)

- 2018 RTP Supplemental Program Environmental Impact Report  
[https://www.kingscog.org/rtp\\_update](https://www.kingscog.org/rtp_update)
- 2021 Federal Transportation Improvement Program  
[https://www.kingscog.org/2021\\_ftip](https://www.kingscog.org/2021_ftip)

Publications, Briefs, and Guidance:

- 2017 RTP Guidelines for MPOs  
<https://dot.ca.gov/programs/transportation-planning/regional-planning/federal-state-planning-program/2017-rtp-guidelines-for-mpos>
- CARB SCS Evaluation Guidelines  
<https://ww2.arb.ca.gov/resources/documents/scs-evaluation-resources>
- KART Transit Station Site Selection Study 2018  
[https://www.kingscog.org/vertical/Sites/%7BC427AE30-9936-4733-B9D4-140709AD3BBF%7D/uploads/KART\\_SSS\\_-\\_FINAL.pdf](https://www.kingscog.org/vertical/Sites/%7BC427AE30-9936-4733-B9D4-140709AD3BBF%7D/uploads/KART_SSS_-_FINAL.pdf)
- California High Speed Rail – Hanford Station  
[www.hsr.ca.gov/programs/station\\_communities/kings\\_tulare\\_station.html](http://www.hsr.ca.gov/programs/station_communities/kings_tulare_station.html)
- High-Speed Rail Business Plan  
[https://hsr.ca.gov/docs/about/business\\_plans/2020\\_Business\\_Plan.pdf](https://hsr.ca.gov/docs/about/business_plans/2020_Business_Plan.pdf)
- Cross Valley Rail Corridor  
[www.tularecog.org/cvcp](http://www.tularecog.org/cvcp)
- California Transportation Plan (CTP 2040)  
<https://dot.ca.gov/-/media/dot-media/programs/transportation-planning/documents/ctp-2050-v3-a11y.pdf>
- City of Hanford General Plan, Zoning Ordinance  
[https://www.ci.hanford.ca.us/departments/community\\_development/planning\\_division/](https://www.ci.hanford.ca.us/departments/community_development/planning_division/)
- Kings County General Plan and related planning documents  
[www.countyofkings.com/departments/community-development-agency](http://www.countyofkings.com/departments/community-development-agency)
- City of Lemoore General Plan  
<https://lemoore.com/communitydevelopment/general-plan/>
- City of Avenal General Plan  
<https://cityofavenal.com/370/General-Plan>
- City of Corcoran General Plan  
[https://www.cityofcorcoran.com/departments/community\\_development/planning\\_division.php](https://www.cityofcorcoran.com/departments/community_development/planning_division.php)

VI. REQUIRED DELIVERABLES

The Consultant must provide hard copies and an electronic copy of the administrative draft and subsequent public draft documents to KCAG for review and comment prior to finalization. As many as 20 hard copies of the administrative and public drafts may be required. The Consultant should be prepared to make oral presentations of the reports to the KCAG Transportation Policy Committee and the KCAG Technical Advisory Committee. After the public review and comment upon the draft, the Consultant must respond to comments and prepare a final document and deliver bound copies, one unbound copy, and one electronic copy of the final documents to the Executive Director of KCAG. Similar to the draft phase, as many as 20 hard copies of the final document may be required.

The Consultant must provide all meeting/workshop materials in hard copies as well as electronic copy to KCAG. File copies of all correspondences, technical memoranda and reports should be delivered to KCAG in Microsoft Office formats. All data, maps, and all other materials prepared or collected under this contract will become property of KCAG.

VII. CONSULTANT SELECTION SCHEDULE AND PROJECT TIMELINE

Request for Proposals Distributed .....	June 15, 2021
Deadline for Proposer Questions.....	June 23, 2021
Responses to Questions Posted Online .....	June 22, 2021
Proposals Due to KCAG.....	July 9, 2021
Consultant Interviews (If needed) .....	July 14-16, 2021
KCAG to Select Consultant .....	July 28, 2021
Contract Approval and Notice to Proceed.....	July 30, 2021
Consultant/KCAG Kick-off Meeting.....	August 11, 2021
SCS Scenario Development/Modeling Process .....	August - November, 2021
Public Outreach.....	November - February, 2021
Release Draft RTP/SCS for Public Review (55-day comment period) .....	May 1, 2022
Present Draft RTP/SCS to Technical Advisory Committee (TAC).....	May 11, 2022
Draft RTP/SCS Public Hearing #1 at TAC Meeting.....	May 11, 2022
Present Draft RTP/SCS to Transportation Policy Committee (TPC) .....	May 25, 2022
Draft RTP/SCS Public Hearing #2 at TPC Meeting.....	May 25, 2022
Close Draft RTP/SCS Comment Period (55-date comment period).....	June 24, 2022
Address Comments and Compile Final RTP/SCS .....	June 24-July 5, 2022
Final RTP/SCS TAC Approval .....	July 13, 2022
Final RTP/SCS TPC Adoption .....	July 27, 2022

VIII. CONTACT PERSON

Prospective proposers shall direct any questions concerning this project to the following person:

Christopher Xiong, Regional Planner  
Kings County Association of Governments  
339 West D Street, Suite B  
Lemoore, CA 93245  
PH: (559) 852-2676  
FAX: (559) 924-5632  
christopher.xiong@co.kings.ca.us



IX. PROPOSAL SUBMITTAL REQUIREMENTS

Proposers must submit one (1) unbound and six (6) hard copies of their proposal, including one (1) electronic copy. Proposals should be addressed to the above KCAG contact person if delivered by mail or courier and must be received by KCAG **no later than 5:00 p.m., on Friday, July 9, 2021**. KCAG has no authority to accept proposals submitted after the time and date. Postmarks, email submittals, and faxes will not be accepted in lieu of this requirement.

X. QUESTIONS/CLARIFICATIONS

Questions and/or clarifications to this RFP must be submitted in writing by email to [christopher.xiong@co.kings.ca.us](mailto:christopher.xiong@co.kings.ca.us), prior to the deadline specified in Section VII. Proposer questions should clearly identify the relevant section of the RFP and page number(s) related to the question(s) being asked.

Questions received after the date and time specified will be answered at the option of the RTPA. Please mark all questions/clarifications as “Written Questions to “KCAG RTP/SCS Update”. KCAG’s responses to the questions received by the date and time will be posted on KCAG’s website at [www.kingscog.org/rfp](http://www.kingscog.org/rfp).

XI. BUDGET

A total of \$290,054 has been budgeted for the entire project; however specific amounts based on fund sources are allocated for the two (2) main work scopes:

- RTP Update  
A subtotal of \$160,000 (Federal Highway Administration Metropolitan Planning Funds) is available for the RTP Update scope of the project.
- SCS Development  
A subtotal of \$130,054 (SB 1 Sustainable Communities Formula Grant) is available for the SCS Development scope of the project.

XII. PROPOSAL EVALUATION AND CONSULTANT SELECTION

Proposals submitted by each consultant that meet the proposal requirements will be evaluated separately by a proposal review panel made up of KCAG staff and various representatives of its partner and member agencies as deemed necessary to determine the necessity for oral interviews in the first phase of the proposal evaluations. The evaluation will be based on information provided in response to the RFP and information provided by former clients for whom work of a similar scope has been done. Evaluation considerations include the following:

1. Responsiveness of the proposal in clearly stating the understanding of the work to be performed.
2. Cost, although a significant factor, may not be the dominant factor. Cost is particularly important when all the other evaluation criteria are relatively equal.
3. Approach to be followed and the tasks to be performed, including detailed steps and resources required and proposed project schedule.
4. Experience in regional transportation planning and air quality requirements, and the issues and functional areas to be analyzed.

5. Relative allocation of resources, in terms of quality and quantity, to key tasks, including the time and skills of personnel assigned to the task and the consultant's approach to managing resources and project output.
6. Past performance of the proposer on work previously performed for similar governmental agencies.

KCAG reserves the right to select a consultant based solely on the written proposals and not convene oral interviews. If oral interviews are needed, the top three (3) consulting firms will be invited to make a formal presentation to a selection committee in the second phase of the proposal evaluations. Interviews will take place on one day to be determined as necessary. At the oral interviews, proposers will be requested to make a formal presentation. A maximum of thirty (30) minutes will be made available to the consultant to present the firm's qualifications and approach to the project.

Proposals submitted by each proposer shall be evaluated separately based on how well each proposal meets the criteria listed below:

<u>CRITERIA</u>	<u>POINTS</u>
<u>Proposal Content</u>	
Comprehension of RFP Project.....	5
Thoroughness of Proposal .....	15
Meeting Objectives of RFP.....	10
<u>Consultant Qualifications</u>	
Prior Relevant Experience.....	25
Qualifications and Commitment of Staff .....	25
References.....	5
DBE Participation Level.....	5
<u>Cost</u>	
Reasonableness of Cost .....	10
<u>Total</u> .....	100

### XIII. PROPOSAL CONTENT AND ORGANIZATION

Proposals should meet the stated requirements and propose the best methods to accomplish the work within the stated budget. The organization of proposals should follow the general outline below:

#### 1. Transmittal Letter and Signature

The transmittal letter should include the name, title, address, phone number and original signature of an individual with authority to negotiate on behalf of and to contractually bind the proposer and who may be contacted during the period of proposal evaluation. The letter should include a brief overview of the consulting firm(s), including location, size and expertise. The letter shall also contain a statement

to the effect that the proposal is a firm offer for a 90-day period. Only one transmittal letter need be prepared to accompany all copies of the proposal.

2. Title Page

Indicate RFP subject, name of proposer's firm, local address, telephone number, name of contact person and date of proposal.

3. Table of Contents

A listing of the major sections in the proposal and the associated page numbers.

4. Understanding of the Project

The proposal should include a brief narrative introducing the proposer's understanding of the project requirements. The contents of this section are to be determined by the particular respondent, but should demonstrate understanding of the unique characteristics of this project and the requirements of the project in the scope of work contained in the RFP.

5. Project Methodology

The proposer shall describe the overall approach to the project, specific techniques that will be used and the specific administrative and operational management expertise that will be employed.

6. Schedule of Tasks

The proposal shall contain a detailed schedule identifying major tasks to be undertaken to conduct the work and time frame for each task.

7. Project Management

Prospective consultants shall designate by name the project manager to be employed. The selected consultant shall not cause substitution of the project manager without prior approval by the Executive Director of KCAG.

8. Project Personnel

The prospective consultant shall describe the qualifications of all professional personnel which will be assigned to the project, including a summary of similar work or studies performed, a resume for each professional, a statement indicating how many hours each professional will be assigned to the contract and what tasks each professional will perform. The contractor shall not cause members of the project team to be substituted without prior approval of KCAG.

9. Subcontractors

If any subcontractors are to be used, prospective consultants shall submit a description of each person or firm and the work to be done by each subconsultant. The cost of the subcontract work is to be itemized in the cost proposal.

10. Disadvantaged Business Enterprise

If the prospective contractor is Disadvantaged Business Enterprise (DBE) certified, proof that the company has been certified shall be included in the proposal. Certification will be from an agency authorized to make such determinations (i.e., Small Business Administration, State of California, etc.). Caltrans has established a FFY Overall DBE program goal of 17.6 percent. Therefore, a separate contract goal may be assigned on future procurements. A form titled “DBE Program Bidder’s List” is provided in Appendix E of this RFP.

The proposal must list the percentage of work (by cost expended) to be completed by DBE certified firms, prime or subcontractors. An explanation of the attempt to obtain DBE firms must be provided. Failure to provide the requested information may disqualify a proposal.

Proposers must complete a DBE Program Bidder’s List regardless of DBE status or participation. Any firm that is identified as a DBE for this project will be required to provide a copy of a printout from the DBE Database found on Caltrans’ website ([http://www.dot.ca.gov/hq/bep/find\\_certified.htm](http://www.dot.ca.gov/hq/bep/find_certified.htm)). See Section XVII for more information regarding DBE requirements.

11. Consultant Qualifications and References

The prospective consultants shall provide names, addresses and telephone numbers for at least three clients for whom the prospective consultant has performed work of similar complexity to that proposed in the RFP. A summary statement for each assignment shall be provided.

12. Project Costs

The prospective consultant shall prepare a detailed cost proposal for the work to be performed. The cost proposal shall itemize all items that will be charged to KCAG. Costs shall be segregated to show actual salary costs including hours, rates, classifications, administrative and overhead rates, and direct and indirect expenses. The cost proposal shall also include the Cost Summary table included as a sample in this RFP in Appendix C. In no event will the cost of this contract exceed \$290,054.

If subcontractors are to be used, the prospective consultant must indicate any markup that the prospective consultant plans to take on subcontractors. The same breakdown of subcontract costs shall be provided as is required for contractor costs above.

Under various circumstances the budget could be subjected to Pre-audit and/or the final cost subject to Post-audit by KCAG or Caltrans Division of Audits and Investigations. The allowability of individual items of cost will be determined by 48 CFR, Federal Acquisition Regulations system, Chapter 1, Part 31 et. Seq. The Contractor will also be required to comply with Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. The Contractor and Subcontractors shall comply with all applicable laws and maintain books, documents, papers, and accounting records for a period of three years from the date of the final payment.

### 13. Insurance

Without limiting KCAG's right to obtain indemnification from CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain in full force and affect the following insurance policies throughout the term of the contract:

- a. Comprehensive general liability insurance with coverage of not less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. Comprehensive general liability insurance policies shall name KCAG, their officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under the terms of the contract are concerned. Such coverage for additional insured shall apply as primary insurance or self-insurance and any other insurance, maintained by KCAG, their officers, agents, and employees, shall be given excess only and not contributing with insurance provided under the CONTRACTOR's policies herein.
- b. Comprehensive automobile liability insurance with limits for bodily injury of not less than \$25,000 per person, \$250,000 per accident and for property damages of not less than \$50,000, or such coverage with a combined single limit of \$250,000.
- c. Worker's compensation insurance as required by law. This insurance shall not be canceled or changed without a minimum of thirty (30) days advance written notice given to KCAG. CONTRACTOR shall provide certification of said insurance to KCAG within twenty-one (21) days of the date of the execution of the contract. Such certification shall show, to KCAG's satisfaction, that such insurance coverages have been obtained and are in full force; that KCAG, their officers, agents, and employees will not be responsible for any premiums on the policies; that as and if required such insurance names KCAG, their officers, agents and employees individually and collectively as additional insured (comprehensive and general liability only), but only insofar as the operations under the contract are concerned, that such coverage for additional insured shall apply as primary insurance and any other insurance, or self insurance, maintained by KCAG, their officer, agents, and employees, shall be excess only and not contributing with insurance provided under the CONTRACTOR's policies herein; and that this insurance shall not be canceled or changed without a minimum of thirty (30) days advance, written notice given to KCAG.

In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, KCAG may, in addition to other remedies it may have, suspend or terminate the contract upon the occurrence of such event.

### XIV. MODIFICATIONS OR WITHDRAWAL OF PROPOSALS

Any proposal received prior to the date and time specified above may be withdrawn or modified by written request of the consultant. All verbal modifications of these conditions or provisions are void as ineffective for proposal evaluation purposes. Only written changes issued by consultants to the Executive Director of KCAG are authorized and binding.

### XV. REJECTION OF PROPOSALS

Failure to meet the requirements of the RFP will be cause for rejection of the proposal. KCAG may reject any proposal if it is conditional, incomplete, contains irregularities, or has inordinately high costs. KCAG reserves the right to reject any and all proposals

without cause. KCAG may waive an immaterial deviation in a proposal. Waiver of an immaterial deviation shall in no way modify the RFP's documents or excise the proposer from full compliance with the contract requirements, if the proposer is awarded the contract.

XVI. CONTRACT AWARD

The selected consultant will execute a contract with KCAG. The official selection of the consultant will be made by the KCAG Transportation Policy Committee at its, July 28, 2021 meeting. The execution of the contract and notice to proceed shall take place on or about July 30, 2021.

XVII. DISADVANTAGED BUSINESS ENTERPRISES

KCAG has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 Code of Federal Regulations (CFR) Part 26. KCAG has received federal financial assistance from the DOT and as a condition of receiving this assistance, KCAG will sign an assurance that it will comply with 49 CFR Part 26.

It is the policy of KCAG to ensure that DBEs, as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

- To ensure non-discrimination in the award and administration of DOT-assisted contracts;
- To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards and are registered with the State of California as DBEs are permitted to participate as DBEs;
- To help remove barriers to the participation of DBEs in DOT-assisted contracts; and
- To assist the development of firms that can compete successfully in the market place outside the DBE Program.

If the prospective contractor is DBE certified, proof that the company has been certified shall be included in the proposal. Certification will be from an agency authorized to make such determinations (i.e., Small Business Administration, State of California, etc.). Certified DBE's must be verifiable and currently listed in the California Unified Certification Program (CUCP) on the following website:

[http://dot.ca.gov/hq/bep/find\\_certified.htm](http://dot.ca.gov/hq/bep/find_certified.htm)

Contract Assurance

KCAG ensures that the following clause is placed in every DOT-assisted contract and subcontract:

A prime contractor or subcontractor shall pay a subcontractor not later than 10 days of receipt of each progress payment in accordance with the provision in Section 7108.5 of the California Business and Professions Code concerning prompt payment to subcontractors. The 10 days is applicable unless, a longer period is agreed to in writing. Any violation of Section 7108.5 shall subject the violating contractor or subcontractor to the penalties, sanction and other remedies of that section. Federal regulation (49 CFR 26.29) requires that any delay or postponement of payment over 30 days of receipt of each payment may take place only for good cause and with the agency's prior written approval. These requirements shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise available to the prime contractor or subcontractor in the event of a dispute involving late payment, or nonpayment by the prime contractor, deficient subcontract performance, or noncompliance by a subcontractor. This provision applies to both DBE and non-DBE prime contractors and subcontractors.

The consultant or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The consultant shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as recipient deems appropriate.

#### Prompt Payment

KCAG ensures that the following clauses or equivalent will be included in each DOT-assisted prime contract:

#### Satisfactory Performance

A prime contractor or subcontractor shall pay a subcontractor not later than 10 days of receipt of each progress payment in accordance with the provision in Section 7108.5 of the California Business and Professions Code concerning prompt payment to subcontractors. The 10 days is applicable unless, a longer period is agreed to in writing. Any violation of Section 7108.5 shall subject the violating contractor or subcontractor to the penalties, sanction and other remedies of that section. Federal regulation (49 CFR 26.29) requires that any delay or postponement of payment over 30 days of receipt of each payment may take place only for good cause and with the agency's prior written approval. These requirements shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise, available to the prime contractor or subcontractor in the event of a dispute involving late payment, or nonpayment by the prime contractor, deficient subcontract performance, or noncompliance by a subcontractor. This provision applies to both DBE and non-DBE prime contractors and subcontractors.

#### Release of Retainage

The agency shall hold retainage from the prime contractor and shall make prompt and regular incremental acceptances of portions, as determined by the agency of the contract work and pay retainage to the prime contractor based on these acceptances. The prime contractor or subcontractor shall return all monies withheld in retention from a subcontractor within 30 days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the agency. Federal regulation (49 CFR 26.29) requires that any delay or postponement of payment over 30 days may take place only for good cause and with the agency's prior written approval. Any violation of this provision shall subject the violating prime contractor or subcontractor to the penalties, sanctions, and other remedies specified in Section

7108.5 of the California Business and Professions Code. These requirements shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise, available to the prime contractor or subcontractor in the event of a dispute involving late payment, or nonpayment by the prime contractor, deficient subcontract performance, or noncompliance by a subcontractor. This provision applies to both DBE and non-DBE prime contractors and subcontractors.

XVIII. TITLE VI ASSURANCE

The Kings County Association of Governments, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d-4 and Title 49, Code of Federal Regulations, Transportation, Subtitle A, Office of the Secretary, Part 21 Nondiscrimination in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority businesses enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or nation origin in consideration of an award.

XIX. PAYMENT SCHEDULE

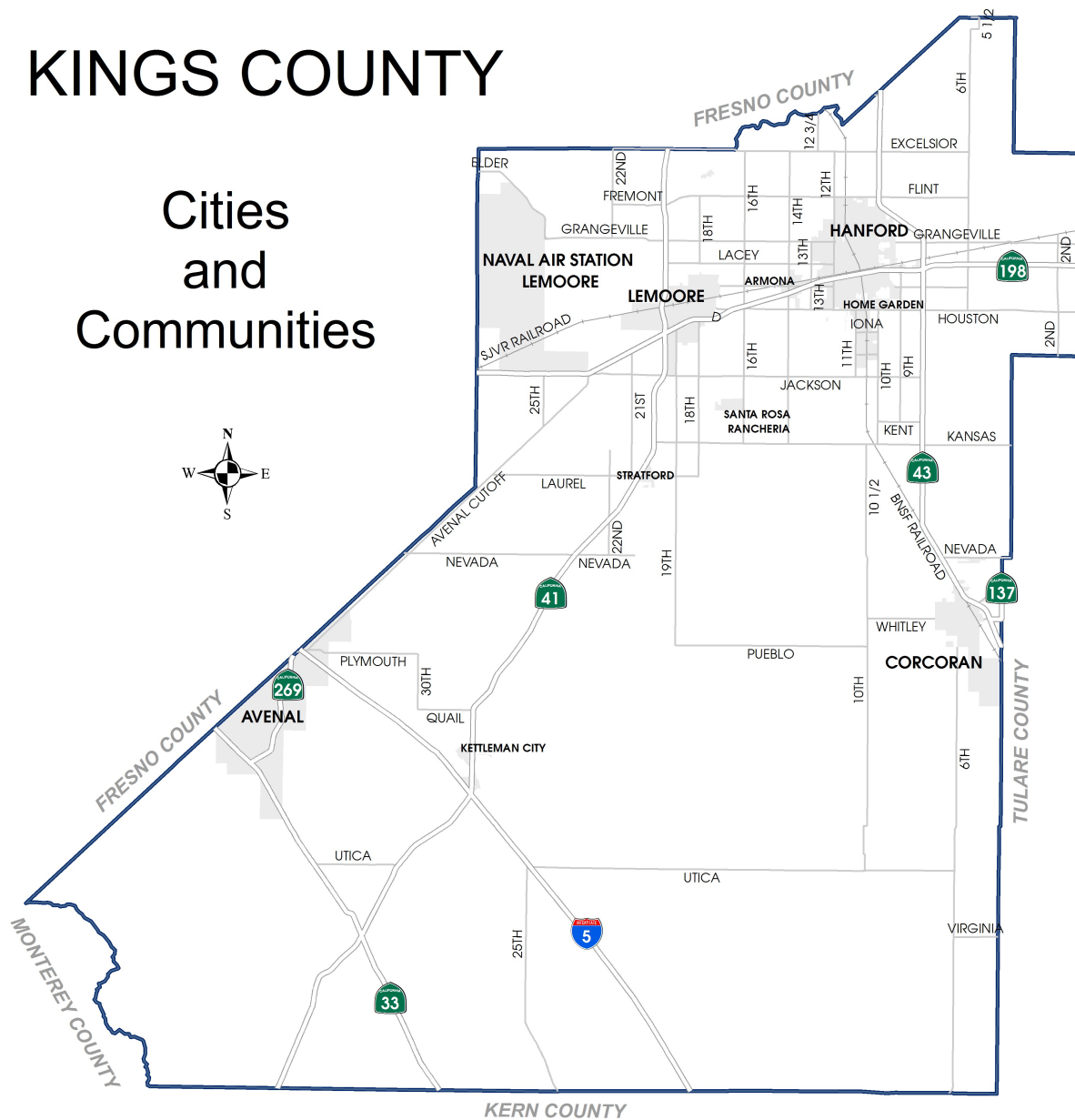
The consultant will be paid based on work actually performed during the preceding month. The consultant should forward a copy of all invoices for payment for work performed and associated expenses, including salaries and overhead, travel, printing costs, postage, telephone, etc., by the 10th day of each month. KCAG will withhold ten percent (10%) of the payments due until the successful completion of the project and the delivery and acceptance of all final products by the KCAG Transportation Policy Committee.



## APPENDIX A

# KINGS COUNTY

## Cities and Communities



## APPENDIX B

## DBE PROGRAM BIDDERS LIST

1. Agency: Kings County Association of Governments

2. Project: \_\_\_\_\_

Contractor Name, Address, and Contact Information	Brief Description of Work, Service, or Materials Supplied	Annual Gross Receipts	DBE Status (Y/N)	DBE Certification Number**	Project Budget
		<\$500,000			
		<\$1 million			
		<\$2 million			
		<\$5 million			
Age of Firm: _____ Years		>\$5 million			
		<\$500,000			
		<\$1 million			
		<\$2 million			
		<\$5 million			
Age of Firm: _____ Years		>\$5 million			
		<\$500,000			
		<\$1 million			
		<\$2 million			
		<\$5 million			
Age of Firm: _____ Years		>\$5 million			
		<\$500,000			
		<\$1 million			
		<\$2 million			
		<\$5 million			
Age of Firm: _____ Years		>\$5 million			
		<\$500,000			
		<\$1 million			
		<\$2 million			
		<\$5 million			
Age of Firm: _____ Years		>\$5 million			
IMPORTANT: Identify all firms for this project (including sub-contractors), regardless of DBE status. Written confirmation of each listed DBE is required. Bidders claiming DBE status must attach a copy of a current Certification issued. Pursuant to 49 CFR Part 26			<b>TOTAL BUDGET</b>		
Preparer's Signature _____ Date _____  Preparer's Name _____ Phone _____  Preparer's Title _____			<b>DBE PERCENTAGE</b>		%
			NOTE: An explanation of the attempt to obtain DBE firms must be provided within the proposal.		

DISTRIBUTION: Original – Included with consultant's proposal to agency.

**\*\*Certified DBE's must be verifiable and currently listed in the California Unified Certification Program (CUCP) on the following website:**

[http://dot.ca.gov/hq/bep/find\\_certified.htm](http://dot.ca.gov/hq/bep/find_certified.htm)

**For each DBE firm, please attach printouts from the DBE Database found on the website mentioned above.**

## APPENDIX C

**SAMPLE  
COST SUMMARY TABLE**

<b>TASK</b>	<b>COST (FHWA PL)**</b>	<b>COST (SB1 SC Formula Grant)***</b>
Regional Transportation Plan Update (Task 1)		
Sustainable Communities Strategy Update (Task 2)		
Prepare Draft and Final RTP/SCS (Task 3)		
<b>Initial Contract Term Total</b>		
Optional Task*		
Optional Task*		

*\*Discretionary Consultant's Task*

*\*\*Task Cost utilizing FHWA PL funds (Refer to Section XI. Budget for amounts)*

*\*\*\*Task Cost utilizing SB 1 Sustainable Communities Formula Grant (Refer to Section XI. Budget for amounts)*

Note: Consultants are encouraged to utilize subtasks within each of the main tasks in their approach to the project.

## APPENDIX D

## DEBARMENT AND SUSPENSION CERTIFICATION

### TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29, DEBARMENT AND SUSPENSION CERTIFICATION

The Consultant, under penalty of perjury, certifies that, except as noted below, it or any other person associated therewith in the capacity of owner, partner, director, officer, manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgement rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

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Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

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KCAG reserves the right to terminate this Agreement if knowledge of debarment, suspension or other ineligibility has been withheld by the Consultant.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Consultant

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title