



**Monterey Bay Electric Vehicle Climate Adaptation and Resiliency Framework
Request for Proposals: Questions and Responses
August 20, 2024**

- 1. Under Task G ("Conduct Public Outreach and Workshops"), what is the desired number of workshops and EV Ride and Drive Events? Would you anticipate these events to take place in all three counties? Are all workshops anticipated to be attended in person by the consultant team?**

Response: It is anticipated that three workshops will be conducted. The events are anticipated to be spread through the AMBAG region. Workshops are anticipated to be held in a hybrid format, with at least one member of the consultant team attending in person.

- 2. The RFP mentions an equity and outreach consultant under Tasks E and F. Is this referencing Ecology Action and their role? Or has a separate consultant been selected for this role? If separate, is their scope of work available to review?**

Response: Yes, the equity and outreach consultant refers to Community Based Organizations selected by Ecology Action to conduct a vulnerability and barriers community survey of underserved communities and participate in the co-creation of the Monterey Bay EV CAR Framework strategies. One equity and outreach consultant has been selected; the RFP used by Ecology Action to select the equity and outreach consultants is available here for further details of scope of works :<https://ecoact.org/article/ecology-action/rfp-community-based-organization-equity-and-outreach-consultant>

- 3. Can you provide more information on the contractual arrangement and nature of work for Ecology Action and the Community Based Organizations that have been or will be hired by AMBAG? Would winning bidders be expected to partner or contract with these organizations, or would they be managed separately by AMBAG.**

Response: Please see the response to Question 2. Ecology Action is under contract with AMBAG and holds subcontracts with the Equity and Outreach Consultants. Ecology Action is responsible for managing the Vulnerability and barriers community survey of underserved communities, for organizing and facilitating the Monterey Bay EV CAR Advisory Committee, and for organizing the EV Ride and Drive events.

- 4. Can you provide more details on the CBO's AMBAG has or expects to contract with? How would you anticipate the division of responsibilities for community outreach, engagement and workshops on this project across the involved organizations?**

Response: Please see the responses to Questions 1 and 2. The technical consultant is responsible for providing the content related to the Monterey Bay EV CAR framework that will be presented at the workshop, while Ecology Action is responsible for the logistics and outreach around the event. Technical consultant is responsible for creating online outreach material, and conducting traditional public outreach at workshops, while Ecology Action and the equity and outreach consultants will focus efforts on reaching underserved communities.

- 5. Task E notes the technical consultant will work with the outreach and equity consultant, is this Ecology Action or a different entity?**

Response: Please see the responses to Question 2 and 3.

- 6. How does AMBAG envision the technical consultant working with Ecology Action and other Community Based Organizations and the associated level of effort (i.e. who is responsible for organizing the events, determining education topics, material branding, etc.)? Who has the ultimate oversight for engagement efforts?**

Response: Please see the responses to Questions: 1, 2 and 4.

- 7. Who is responsible for organizing the Ride and Drive events (space required, insurance and logistics required, consultant facilitation required, scale of event, outreach)?**

Response: Please see the response to Question 4.

- 8. Would Ecology Action and the CBOs support in developing a stakeholder list based on their experience in the region?**

Response: AMBAG, Ecology Action, and the CBOs will provide support to develop a stakeholder list.

- 9. How many workshops are envisioned and where would these workshops be held?**

Response: Please see the response to Question 1.

- 10. Are there any DBE requirements or targets for this RFP?**

Response: there are no DBE requirements or targets for this RFP.

- 11. Is AMBAG envisioning the consultant would be responsible for obtaining permit applications for the strategies, where appropriate?**

Response: It is not anticipated that the consultant would obtain permit applications.

12. Does AMBAG have a preference on meeting in-person or virtually for project management meetings?

Response: AMBAG does not have a preference.

13. There is no stated DBE goal for this project, is there going to be a DBE component of selection for this project?

Response: Please see the response to Question 10.

14. This is a region-wide project, is the evaluation committee going to be made up of stakeholders from all over the region?

Response: The evaluation committee will be composed of AMBAG and Ecology Action staff.

15. If a tool is available that can satisfy some tasks, would AMBAG support an alternative approach to scope of work to use an existing tool versus a custom assessment that also reduces the cost and timeline of the project?

Response: AMBAG is open to any approach that is responsive to the scope of work without exceeding the cost and timeline outlined in the RFP.

16. Who is on the Monterey Bay EV CAR Advisory Committee? The RFP mentions it will be composed of “jurisdictional staff, community stakeholders, and technical experts.” Are Monterey Bay EV CAR Advisory Committee members different from project stakeholders?

Response: The Monterey Bay EV CAR Advisory Committee has not yet been formed. Committee members will be a subset of the project stakeholders.

17. Should the Monterey Bay EV CAR Advisory Committee be involved in the development and/or review of deliverables?

Response: The Monterey Bay EV CAR Advisory Committee should be involved in the review of the Monterey Bay EV CAR strategies and associated implementation plans.

18. Task G lays out that some level of coordination between Ecology Action and the CBO that is conducting Equity and Outreach. Has that CBO been selected? Since Outreach and Workshops are presumably part of Phase 1 of this project, does AMBAG see the Technical Consultants role as more of a support to on-going Outreach Efforts, or more of a lead role with support from Ecology Action and the CBO.

Response: Please see the responses to Questions 2, 3, and 4.

19. Leading up to the final deliverable of the EV CAR Framework report, there are numerous reviewers mentioned (AMBAG Staff, Ecology Action, CBO partners, members of the public, and the AMBAG Board). Is it assumed that the Technical Consultant would receive one document with comments from all, or would the consultant have to compile all comments from these numerous reviewers?

Response: It is anticipated that some individual comments will be compiled by AMBAG, Ecology Action, and the CBO consultants, but that the technical consultant would be responsible for consolidating all comments into one single document.

20. How does AMBAG foresee conflict resolution between comments received from different reviewers that may have different directions?

Response: AMBAG foresees conflicting comments will be discussed and resolved to the extent possible collaboratively by the project team and AMBAG staff. If areas of disagreement still exist, will be highlighted in the Framework final report.

21. Is there a minimum number of proposals that AMBAG expects to receive? If there are fewer proposals received than anticipated, would AMBAG look to re-release and extend the submittal deadline?

Response: AMBAG anticipates receiving at least 3 proposals. At this time AMBAG is not looking to extend the submittal deadline.