



ADDENDUM # 3
September 25, 2023

RFP 23-03 – LONG RANGE TRANSPORTATION AND TRANSIT PLANS
RESPONSES TO RFP QUESTIONS

MUTD-MPO Responses are indicated in bold text below and questions are separated by section:

1. SOLICITATION NOTICE
2. SCOPE OF WORK

Are the agencies intending (or preferring) to use the same platform (Bang the Table) as Engage Missoula, or are you open to alternatives?

MPO preference is to use Engage Missoula, but since this is a regional plan and not limited to the City, we are open to other platforms that are less City branded. Happy to entertain alternatives that will better meet our engagement needs and priorities.

MUTD is open to other platforms and would likely prefer other platforms that are not City-Specific.

For the specific presentations mentioned in the RFP (MUTD Board, TPCC, TTAC, City Council), will the consulting team be expected to present in person or remotely?

All MPO meetings (TPCC, TTAC, City Council, etc) are hybrid so the consultant team can attend remotely. While some in-person engagement is preferred, we recognize the cost and limited budget may necessitate more remote presentations.

Mountain Line's Board would appreciate an in-person visit for the final report and would welcome a second at project launch or early in the project if that works with the approach/timeline/budget. That said, we hold hybrid meetings and were anticipating the majority of this to be done remotely, both meeting count and the consulting firm's staff count for travel for in-person meeting(s).

In addition to MUTD and MPO staff, will the team have the opportunity to coordinate with and have support from other agency staff, including the City of Missoula Neighborhood Program staff?

Yes, there will be opportunity to engage with and leverage other City or County staff. That support will depend on other work priorities and availability and should not be assumed. However, identifying areas for collaboration within the proposed process is desired.

The RFP suggests that the project is anticipated to be completed before the end of 2024. Is there a specific project deadline you can share?

The MPO has a statutory deadline of March 2025 for adoption of the Long-Range Transportation Plan adoption in order to avoid entering non-conformity and associated impacts to our other federal aid documents such as the Transportation Improvement Program. While there is an ability to be flexible on final deadline for LRTP adoption, we expect any proposal to demonstrate that the project can be completed within this timeframe.

3. SUBMITTAL REQUIREMENTS

4. EVALUATION PROCESS & AWARD

EXHIBIT A – PUBLIC ENGAGEMENT DETAILS

EXHIBIT B – REQUIRED FORMS & CERTIFICATIONS

EXHIBIT C – NOTICE TO CONSULTANT

EXHIBIT D – FEDERAL REQUIREMENTS FOR LONG-RANGE TRANSPORTATION PLANNING