



Green Infrastructure Planning RFP #230008 Questions/Responses

1. Can we get full size copies of the location and existing conditions map.

Layers that make up these maps are provided in the Ski Run Mountain to Marina Green Infrastructure Planning [story map](#).

2. The RFP mentions identification of required environmental review necessary to implement the Ski Run project. Should identification of environmental and permitting requirements also be included for the Tahoe Keys Al Wai Blvd Pilot Project?

No, identification of environmental and permitting requirements are not required for the Tahoe Keys Al Wai Blvd Pilot Project.

3. The RFP p8, #3 mentions “direct and web-based forms of communication” whereas the deliverables for the Ski Run area specifies “direct mail to property owners”. Is a direct mailer required or are other forms of direct contact with property owners envisioned?

P8, #3 of the RFP states to coordinate with TRPA on outreach to property owners. TRPA would be responsible for printing and sending letters to select property owners within the Ski Run Mountain to Marina project area boundary but would use outreach materials and content generated by the consultant.

4. The Tahoe Keys Conceptual Planning Tasks (p9, #1 top of page) indicates the need for coordination with public agencies working on pollutant load reduction modelling. Is any independent PLRM modelling required as part of the Project or only interaction with public agencies who are performing this work?

No independent PLRM modelling is required as part of the Project. Only coordination with public agencies who are performing this work is required.

5. Would TRPA be amenable to the inclusion of live links to the sample documents requested in the Reference section of the RFP?

Yes, inclusion of links for a minimum of three sample work products or documents is sufficient to meet the references and sample work requirements for #5 on p14 of the RFP.

6. The RFP does not request resumes. Would it be acceptable to include abbreviated resumes (1 pg.) in an appendix?

Yes, it would be acceptable to include abbreviated resumes in an appendix that is referenced in the required summary of company and project team qualifications and

experience specified on p14, #4 of the RFP. The appendix would not count towards the proposal page limit, but the summary of company and project team qualifications and experience does count towards the proposal page limit.

7. The RFP does not request a cover letter. Would TRPA be amenable to us including a cover page and cover letter, irrespective of the page limits for the main proposal?

Yes, inclusion of a cover page and a cover letter of no more than 1 page is acceptable and would not count towards the page limit for the main proposal.

8. Schedule: As far as the Ski Run vs. Tahoe Keys projects – is the expectation that these are developed in parallel, or that Ski Run would be completed before starting the Keys?

The consultant can develop the projects in parallel, however the Ski Run Mtn to Marina Green Infrastructure Planning tasks must be completed within the first 20 months of the agreement by March 1, 2025, whereas the Tahoe Keys Green Infrastructure Planning tasks may be completed by the July 31, 2026 expiration date. No contract renewals are available beyond these end dates.

9. Given the complexity of the project, would TRPA consider extending the due date of the RFP?

No, TRPA will not extend the due date of the RFP.

10. Can a cover letter, cover, and TOC be included in the main proposal? If so, will those be counted towards the 10-page limit?

Yes, a cover letter of no more than 1 page, a cover, and a table of contents can be included with the proposal and not count towards the 10-page limit.

11. Can we include resumes in an appendix to the main proposal? If so, will those be counted towards the 10-page limit?

Yes, it would be acceptable to include resumes in an appendix that is referenced in the required summary of company and project team qualifications and experience specified on p14, #4 of the RFP. The appendix would not count towards the proposal page limit, but the summary of company and project team qualifications and experience does count towards the proposal page limit.

12. If proposing subconsultants, do we need to provide qualifications, experience, references, and sample work for our subconsultants?

The summary of company and project team qualifications and experience should mention subconsultants participating on the project team. Inclusion of sample work from subconsultants is at the discretion of the bidder submitting the proposal. Sample work does not count towards the 10-page proposal limit – see #5 on p14 of the RFP.

13. The Community and Stakeholder Outreach task notes conducting no less than six meetings to "engage", "inform", and "create broad-based support". Does TRPA anticipate stakeholders driving decisions in the development of alternatives, selection of a preferred alternative, or design of proposed improvements?

TRPA anticipates stakeholder input and preferences, as drafted in a summary of community and stakeholder outreach results (see #5 on p8 of the RFP), inform conceptual planning of a preferred alternative. See the [survey](#) under the "Get Involved" tab of the Ski Run Mountain to Marina Green Infrastructure Planning [storymap](#) for more detail.

14. What specific information is being requested with the "work products" and can work products be presented through a web link?

Yes, inclusion of web links to sample work products completed by the bidder that are of similar capacity to the request are sufficient to meet the references and sample work requirements for #5 on p14 of the RFP.

15. The RFP references a preferred alternative for the Ski Run project. Does this mean TRPA anticipates the development of multiple alternatives to the concept level for green infrastructure, multi-modal, recreation access, parking, and other improvements to select a preferred alternative?

No, TRPA does not anticipate the development of multiple alternatives to the concept level for green infrastructure, multi-modal, recreation access, parking, and other improvements to select a preferred alternative. TRPA does anticipate a process that incorporates stakeholder feedback on green infrastructure, multi-modal, recreation access, parking, and other improvements to develop a preferred alternative.

16. What criteria are TRPA most interested in driving project improvement decisions?

The criteria TRPA is most interested in driving project improvement decisions are those opportunities for multiple benefit stormwater green infrastructure that that help implement the Lake Tahoe Total Maximum Daily Load (TMDL) while providing other community benefits. Opportunities should meet project goals and project priorities as specified on the Ski Run Mountain to Marina [storymap](#) as well as those that reflect stakeholder input as represented in the summary of community and stakeholder outreach results (see #5 on p8 and #4 on p10 of the RFP).

17. Is the 10-page requirement double or single-sided pages?

The 10-page requirement represents single-sided pages.

18. Must each page of the 10-page limit be 8.5x11 or is 11x17 acceptable?

Use of 11x17 pages, where necessary, is acceptable in addition to 8.5x11 pages for the 10-page limit.

19. Must the “sample work products” fit within the 10 pages?

No, sample work products do not count towards the 10-page proposal limit – see #5 on p14 of the RFP.

20. Does TRPA view the two projects as separate and all work activities to be project specific? Or does TRPA desire for some or all work activities to be integrated between the two projects?

While there are similarities between work activities for the two projects, TRPA views them separately with project specific work activities and products.

21. The RFP requests the development of 30% conceptual design plans. What does TRPA specifically desire in the 30% Conceptual Design Plan package?

TRPA desires a conceptual plan and graphics that identifies types and locations of multiple benefit green infrastructure in the Ski Run Mountain to Marina Green Infrastructure project area boundary (that includes areas identified under #2 on p6 and p7 of the RFP) and that identifies types and locations of multiple benefit green infrastructure for the greater Tahoe Keys neighborhood, including a pilot project along Al Wai Blvd in the ROW and on TKPOA land.

22. If changes are desired by TRPA or other partners to the proposed improvements (existing 30% design) associated with the Bijou Park Creek Watershed and SEZ Restoration Project, will that work happen as part of this TRPA contract? Or will the City make those changes under a separate contract?

Any changes to proposed improvements associated with the Bijou Park Creek Watershed and SEZ Restoration Project would not be part of the TRPA contract.

23. What version of AutoCAD or other design software are the 30% design plans for the City’s Bijou Creek Watershed and SEZ Restoration Project in? Are those design files available to the TRPA selected consultant?

The City of South Lake Tahoe would provide the selected consultant with 30% plans for Bijou Park Creek Watershed and SEZ Restoration Project in Autodeck Civil 3D 2021 format.

24. For the Tahoe Keys project the Engineering task requests development of up to four engineered detail drawings for different scenarios. Does this mean TRPA expects multiple scenarios or conceptual plans to be developed as part of the Concept Planning task?

No, for this task TRPA expects up to four detail drawings showing typical green infrastructure designs in a format consistent with BMP Drawings displayed under Chapter 4 – BMP Toolkit of TRPA’s [BMP Handbook](#).

25. Cost proposal – The RFP requests a timeline and itemized cost estimate. Assuming TRPA is looking for cost estimate or budget, and a schedule that is separate (but using the same tasks) as the cost estimate?

Correct, the schedule and cost estimate should reflect the tasks, subtasks, and associated deliverables. Please note that the Ski Run Mtn to Marina Green Infrastructure Planning tasks must be completed within the first 20 months of the agreement by March 1, 2025, whereas the Tahoe Keys Green Infrastructure Planning tasks may be completed by the July 31, 2026 expiration date. No contract renewals are available beyond these end dates.

26. Cost proposal – The RFP states that bidders shall provide an itemized cost estimate for each task being bid on. What specifically does TRPA want itemized?

TRPA wants cost estimates to reflect costs per task, subtask and/or associated deliverables. For example, the Tahoe Keys Engineering Task #1 on p10 of the RFP requests up to four engineer detail drawing of typical green infrastructure types. In this case, TRPA anticipates the bidder specifying a cost per detail drawing.