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I. SUMMARY

The Southern California Association of Governments (SCAG) is soliciting proposals in response to Request for Proposal (RFP) No. 14-017, Riverside Reconnects, Streetcar Transit Corridor Feasibility Study.

The RFP is comprised of the following parts presented herein as Attachments:

- Attachment 1 – Proposal Information, Organization, and Content
- Attachment 2 – Scope of Work
- Attachment 3 – Proposal Evaluation Form
- Attachment 4 – Interview Evaluation Form
- Attachment 5 – Line Item Budget (Cost Proposal)
- Attachment 6 – Debarment and Suspension Certification
- Attachment 7 – Conflict of Interest Form
- Attachment 8 – Disadvantaged Business Enterprise (DBE)
- Attachment 9 – Vendor Information
- Attachment 10 – Notice Regarding California Public Records Act

II. PROPOSAL TIME LINE (Subject to Change)	DATE	TIME (Pacific Standard)
RFP Released	January 28, 2014	
Pre-Proposal Conference at: Riverside City Hall, City Council Chamber s, 3900 Main Street, Riverside, CA 92522.	February 10, 2014	10:00 a.m.
Deadline to Submit Questions to Contracts Administrator	February 14, 2014	4:00 p.m.
Posting of Answers to Questions	February 19, 2014	4:00 p.m.
Proposal Due Date	February 25, 2014	10:00 a.m.
Evaluation of Proposals	February 28, 2014	
Consultant Interviews	March 6, 2014	
Final Selection	March 2014	
Contract Execution/NTP	April-May 2014	

III. PROPOSAL SUBMISSION

Upload one (1) PDF copy of your proposal (**file cannot exceed 10MB and should be one complete document without multiple parts**), into SCAG's solicitation management system (PlanetBids) at

<http://www.planetbids.com/portal/portal.cfm?CompanyID=14434#>. Contact the Contracts Administrator identified in Section IV below if you need assistance).

All submissions are considered a matter of public record.

Note: "proposer," "consultant," and "firm" may be used interchangeably throughout this document.

IV. CONTRACTS ADMINISTRATOR

Ranjini Zucker, Sr. Contracts Administrator
Southern California Association of Governments
818 W. 7th Street, 12th Floor
Los Angeles, CA 90017-3435
(213) 236-1887
Email: zucker@scag.ca.gov

The Contracts Administrator is the only person to contact during the selection process, and may be contacted at any time during the process.

V. QUESTIONS AND ANSWER

Questions must be submitted in writing via email to the attention of the Contracts Administrator. At Zucker@scag.ca.gov with the following on the subject line as follows: **“RFP 14-017, Riverside Transit Feasibility Study”**. Answers to the questions will be posted on SCAG’s solicitation management system under the corresponding RFP typically no later than three (3) working days after the deadline to submit questions.

VI. PRE-PROPOSAL CONFERENCE

The purpose of the pre-proposal conference is to provide new or updated solicitation information, provide clarification regarding the RFP package, and answer general questions regarding proposal preparation. All prospective proposers are encouraged to attend the pre-proposal conference. However, attendance is not mandatory. SCAG does not reimburse parking, travel or any expenses for pre-proposal attendees (or the solicitation process).

Please bring a copy of the RFP with you so we may explain special requirements pertaining to the solicitation. Extra copies of the RFP will not be available at the pre-proposal meeting.

VII. CONTRACT TYPE

Contract Type: Cost Plus Fixed Fee. Consultants must propose in United States currency and shall be paid with the same.

Funding for this project is contingent upon availability of funds at the time of contract award. As directed by the Regional Council, it is SCAG’s policy not to disclose a project’s budget.

VIII. PERIOD OF PERFORMANCE

The maximum period of performance for this contract is 24 months.

IX. SELECTION PROCESS

1. Proposals will be ranked in accordance with the criteria described in Attachments 3 and Attachment 4.
2. Proposers may or may not be invited for an interview.

3. SCAG does not reimburse proposers for any cost of proposal preparation (including but not limited to parking, printing, postage, travel, etc.), even in the event of RFP cancellation.
4. Communication between the proposer and any member of the Proposal Review Committee during the selection process is prohibited, except when and in the manner expressly authorized in this Request for Proposal. Violation of this restriction is grounds for disqualification.
5. SCAG shall award the contract for this RFP to the firm that it deems to have provided the best value to SCAG or the firm SCAG deems to be the best qualified for contract award (or both).
6. Every proposal submitted is considered a firm offer that must be valid for a minimum of ninety (90) calendar days.
7. All proposers should be aware of the Insurance Requirements for Contract Award. The Certificate of Insurance must be provided by the successful proposer prior to contract award. A contract may not be awarded if insurance requirements are not met. The insurance requirements may be viewed on SCAG's website at: <http://scag.ca.gov/business/> under Section 41 of SCAG's Contract Template.
8. The successful consultant will be required to sign SCAG's standard consultant agreement in order to receive the contract award. **Proposer must identify in the proposal itself any concerns or objections to any of the contract terms and conditions in SCAG's consultant agreement.** Review SCAG's terms and conditions published in SCAG's website. Consultant shall propose alternative language for consideration. If SCAG is unable to negotiate final contract terms and conditions that are acceptable to SCAG, SCAG reserves the right to award the contract to another proposer. The contract template may be viewed on SCAG's website at: <http://scag.ca.gov/business/>

CONTRACT LANGUAGE IS SUBJECT TO CHANGE BY SCAG PRIOR TO CONTRACT EXECUTION.

X. SCAG RIGHTS

1. SCAG reserves the right to:
 - A. Disqualify any and all proposals that are not submitted in accordance with the required format described in this RFP;
 - B. Reject any and all proposals submitted;
 - C. Waive what SCAG deems to be a minor irregularity in a firm's submission;
 - D. Request additional information;
 - E. Award all or part of the work contemplated in this RFP;
 - F. Remedy errors in the RFP;
 - G. Cancel the entire RFP;
 - H. Issue subsequent RFP;
 - I. Approve or reject the use of a particular subconsultant/supplier;
 - J. Negotiate with any, all or none of the proposers. If SCAG is unable to negotiate final contract terms and conditions that are acceptable to SCAG, SCAG reserves the right to award the contract to another proposer;
 - K. Award a contract to other than the lowest priced proposal;
 - L. Award a contract without interviews, discussions or negotiations;

- M. Award a contract to one or more proposers;
 - N. Only award a contract or any portion thereof to a firm that possesses a valid business license. Firms **must** possess the license from any city or state by the RFP due date. SCAG must be provided with a copy of this license, if requested; and
 - O. Only award a contract or any portion thereof to a firm that passes any references checks.
2. If applicable, SCAG reserves the right to have software developed under SCAG's contract, not incorporate proprietary and/or third party software components. This does not preclude the development of deliverables which interface with commonly-available off-the-shelf software. However, consultants must determine in advance whether SCAG already has, or is willing to procure, appropriate licenses for any proprietary and/or third party software that would be required. Consultants must also provide the impacts of any enhancements and upgrades. SCAG will require delivery of documentation and source code for all electronic intellectual property developed under a SCAG contract prior to releasing final payment to the consultant.

XI. NOTIFICATION OF RIGHT TO PROTEST CONTRACT AWARD

Proposers have the right to protest the contract award in compliance with SCAG's Policy on Contract Award Protests, which can be viewed online at SCAG internet home page www.scag.ca.gov under "Doing Business with SCAG." A written protest must be filed with SCAG's Executive Director or his designee (Deputy Director) within five (5) working days after posting of the Notice of Intent to Award. SCAG will not accept any verbal protests. The protest must be a detailed, written statement of the protest grounds and reference the RFP number and name of the designated Contracts Administrator. The protest must be submitted to SCAG's Executive Director or his designee (Deputy Director) via both certified mail and fax using the following address and fax number:

Executive Director
Southern California Association of Governments
818 W. 7th Street, 12th Floor
Los Angeles, CA 90017-3435
Fax: (213) 236-1825

The contract award is held up when SCAG's Executive Director or his designee (Deputy Director) receives the protest on time. The contract may not be awarded until the protest is either withdrawn or SCAG's Executive Director or his designee (Deputy Director) has rendered a decision.

PROPOSAL INFORMATION, ORGANIZATION, AND CONTENT

All proposals shall contain the following information, at a minimum:

1. TITLE PAGE

Provide the following on the Title Page:

- RFP Number
- Title of the Project
- Name and Address of Firm
- Phone Number of Firm - **Do not include non-business (personal) phone numbers or address in as this information may become public under the California Public Records Act** (see Attachment 10)
- Prime Contact Person
- Email Address of the Prime Contact Person
- Signature of the Individual Authorized/Obligated to Commit the Firm to this Project

2. TABLE OF CONTENTS

- A clear identification of the materials by section and page numbers.

3. TECHNICAL APPROACH

- A statement and discussion of the project objectives, concerns, and key issues.
- The technical approach for performing the tasks must include a detailed Scope of Work along with the process for executing the requirements and objectives of the project.
- A discussion of the difficulties expected or anticipated in performing the tasks, along with a discussion of how the consultant proposes to overcome or mitigate against those difficulties.
- A detailed schedule for completion of the work, including performance and delivery schedules indicating phases or segments of the project, milestones, and significant events.
- A statement of the extent to which the consultant's proposed approach and Scope of Work will meet or exceed the stated objectives discussed in this RFP. Furthermore, a discussion of how the consultant would modify the project, and/or schedule to better meet these objectives.

4. LINE ITEM BUDGET (COST PROPOSAL)

- Proposals **must** include a Line Item Budget in the format and detail shown in Attachment 5 (in United States currency). The same detailed budget is required of each subconsultant. Be sure to show the total price proposed for the entire project, as a separate amount (TOTAL only) as well as the detail required in Attachment 5.

5. PROFILE OF FIRM

- A statement indicating if the firm is local or national and a summary of representative experience relevant to the work described in the Scope of Work for this RFP.
- The location and telephone number of the office from which the work is to be done.
- Identification of the individuals who will perform the work, including officers, project manager and key staff. State the time commitment and include resumes for key individuals. **Do not include social security numbers, non-business (personal) phone numbers or address in a resume as this information may become public under the California Public Records Act** (see Attachment 10).

6. REFERENCES

- Provide a list of at least three references, including the names of contact persons within the firms. References should not include any SCAG staff or SCAG Regional Council Members.

7. REQUIRED FORMS

- The Debarment and Suspension Certification (Attachment 6) **must be fully completed by all parties to the proposal (prime and all subconsultants).**
- The SCAG Conflict of Interest Form (Attachment 7) **must be fully completed by all parties to the proposal (prime and all subconsultants).**
- All proposers should ensure that they have completed and submitted (Attachment 9).
- The selected consultant will be required to complete a Federal Form W-9 which may also be obtained on-line at www.scag.ca.gov under “Doing Business with SCAG.”
- Attachment 10 – Must be submitted regardless of whether or not proposer is requesting to exempt proposal from disclosure under the California Public Records Act.

OVERALL PROJECT OBJECTIVES

The overall objective of this project is to prepare alternative alignments, real estate value capture and project feasibility analyses, a financing strategy, and an implementation program for a streetcar line, hereinafter referenced as the “*Riverside Streetcar Transit Corridor*” via University Avenue and Magnolia Avenue linking University of California, Riverside, Riverside Downtown Metrolink Station and RTA Bus Terminal, Riverside Community Hospital, Riverside City College, Riverside Plaza shopping center, California Baptist University, Galleria at Tyler, Parkview Community Hospital, Arlington Village, La Sierra University, Riverwalk, Riverside La Sierra Metrolink Station and many neighborhoods, schools, religious institutions, community centers, and businesses. All told, serving more than 200,000 people, made up of approximately 70,000 college students, 88,000 residents, and 57,000 employees within a 10-minute walk to the street car line (refer to Exhibit 1: RIVERSIDE RECONNECTS Study Area). Additionally, as Exhibit 2 illustrates, implicit in the overall objective of “*RIVERSIDE RECONNECTS*” is to result in an implemented streetcar transit corridor that has the potential to expand within the City and into other neighboring cities in the region, much as the Pacific Electric Railway system did until the mid-1950’s (refer to Exhibit 3).

A consultant team shall work in close coordination and collaboration with the City of Riverside City Council, City of Riverside Planning Commission, City of Riverside staff, Caltrans, Riverside County Transportation Commission (RCTC), Riverside Transit Agency (RTA), Western Riverside Council of Governments (WRCOG), as well as the Riverside community and many other local, regional, state and national/federal agency and organization partners. It is the City of Riverside’s intent that this study shall lead to the future implementation and development of a streetcar system within the community and contribute to the transit and mobility choices available to those who live, work, shop, visit, and learn in Riverside.

Specific objectives of this project also include:

- Decrease Vehicle Miles Traveled and Green House Gas Emissions by integrating a convenient mode of transit (i.e., streetcar) that appeals to a broad range of potential riders.
- Inspire real estate development (including facilitating a range of new housing choices) and re-investment in underutilized districts, which only development-oriented transit (i.e., streetcar) can achieve.
- Reduce the use of State Routes (SR-60/I-215 and SR91/I-215 for accomplishing local trips via the automobile that reduce highway congestion by providing a convenient alternative locally via fixed transit streetcar.
- Contribute to a multi-modal transit system that entails Metrolink commuter rail, RTA Bus, and other circulators (e.g. UC Riverside shuttles, Cal Baptist University Shuttles, RTA Jury Trolley, etc.).
- Provide an opportunity to reduce transportation-related costs of living of Riverside residents, businesses, and students through the convenience, affordability and reliability of a streetcar system.
- Understand the potential return on investment that may be realized through development-oriented transit (i.e., streetcar).
- Promote active living and social equity among Riverside residents by offering a green, convenient, and affordable transit mode that is synergistic with walking and community-building.
- Reconnect with the City of Riverside’s history as a streetcar community with a track-record of significant ridership since the early 1900’s.

The following scope of work is set forth to achieve the objectives of RIVERSIDE RECONNECTS. The consultant shall be responsible for completing the following tasks:

1. UNDERSTANDING THE DEVELOPMENT-ORIENTED TRANSIT OPPORTUNITY IN RIVERSIDE

Task 1.1 Kick-off Meeting with Key Partners and Consultant

- This task focuses on conducting a kick-off meeting with key organizational and agency partners (City of Riverside City Council, City of Riverside Planning Commission, City of Riverside staff, Caltrans, RCTC, RTA, WRCOG, and other agency and organization partners) which will entail an agenda consisting of:
 - Review the scope of work and schedule;
 - Refine project goals, details, and approach; Identify key issues for the analysis;
 - Discuss formation of a RIVERSIDE RECONNECTS Steering Committee;
 - Tour of the Riverside Streetcar Transit Corridor project area and potential alignments.
- **Responsible Party:** *Consultant*

Task 1.2 Assess and Document Existing Conditions

- Following the meeting, the consultant shall assess and document the existing conditions baseline for the Riverside Streetcar Transit Corridor area. This task will evaluate the competitive position of the Riverside Streetcar Transit Corridor commercial and residential properties against the region. Additionally, underperforming commercial and residential areas, and existing transit conditions (i.e. identifying transit routes and documenting span of service, frequency, boardings, etc.), will be identified within the corridor area and establish where performance could be enhanced by a streetcar or similar circulator. The information gathered during this task shall contribute to establishing the No-Build alternative requisite to enter the Small Starts Project Development Phase.
- **Responsible Party:** *Consultant*

Task 1.3 Inform and Engage the Riverside Community and Partner Organizations

- This task will entail the preparation of an informational flyer on RIVERSIDE RECONNECTS and will include one community informational meeting to introduce the project and communicate existing conditions. The flyer will be prepared by the consultant in English, Spanish, and Mandarin.
- **Responsible Party:** *City of Riverside and Consultant*

Task 1.4 Form and Conduct Steering Committee Meetings

- This task includes the formation of a RIVERSIDE RECONNECTS Steering Committee that represents a broad spectrum of the Riverside community and other partner agencies and organizations. Additionally, up to eight (8) meetings with the Steering Committee will be facilitated to present findings and obtain feedback throughout Tasks one (1) through three (3) of the project. The initial meeting will entail a review of the scope of work and schedule, role of the committee, and existing baseline conditions, as well as a tour of the Riverside Streetcar Transit Corridor project area. Subsequent meetings will focus on:

- Preparation for and follow-up to the community-based charrette (Task 2.1);
- Review of preliminary alternatives (Task 2.2) and selection of three “primary alignment alternatives” for analysis in subsequent tasks;
- Review and critique of development analysis and selection of Riverside-appropriate development scenarios related to each “primary alignment alternative” (Task 2.3);
- Preparation for and follow-up to the community informational meeting (Task 2.4);
- Presentation and feedback on funding and financing (Tasks 3.1 through 3.3);
- Review and inputs on final recommendations and report (Task 3.4).

- **Responsible Party:** *City of Riverside and Consultant*

Task 1.5: Project Coordination

- This task includes all project coordination-related efforts including, finalizing scope and schedule, monthly in-person or conference calls to coordinate on-going task efforts, up to four (4) verbal updates and memos to the City of Riverside City Council at key project milestones and other efforts requisite for a successful project. Up to six (6) 2-hr in-person meetings shall be attended throughout the life of the project by consultant with the City and/or partner organizations (e.g.: RTA, RCTC, etc.) to ensure project coordination.

- **Responsible Party:** *Consultant*

Task	Deliverable
1.1	<i>Meeting Agenda and Follow-Up Notes</i>
1.2	<i>Existing Conditions and Underutilized Assets Report</i>
1.3	<i>Full-color PDF Informational Flyer Meeting Agenda and Follow-Up Notes</i>
1.4	<i>Roster of RIVERSIDE RECONNECTS Steering Committee Meeting Agenda and Follow-Up Notes Meetings</i>
1.5	<i>Monthly Project Progress meeting notes Project Status updates to City Council</i>

2. DEFINING THE LAND USE, DEVELOPMENT, AND TRANSIT POSSIBILITIES FOR DEVELOPMENT-ORIENTED TRANSIT IN RIVERSIDE

Task 2.1: Conduct Community-Based Charrette

- Building upon the existing conditions report developed during Task 1.2, a community-based 4- to 8-hour design charrette will be hosted by the RIVERSIDE RECONNECTS Steering Committee to develop ideas for alignment criteria, concepts for potential alternative alignments and development scenarios, preferred technology (i.e. overhead catenary, on-board nickel metal-hydride or lithium-ion batteries, contactless energy transfer, etc.) and related assumptions, within the Riverside Streetcar Transit Corridor project area. English, Spanish, Mandarin and American Sign Language translation services shall be provided by consultant.

- **Responsible Party:** *City of Riverside and Consultant*

Task 2.2: Create Preliminary Alignment Alternatives and Concept-Level Costs and Benefits Assessment

- Based on the outcomes of the community-based charrette in Task 2.1, up to six (6) preliminary alignment alternatives will be created for study within the Riverside Streetcar Transit Corridor project area. This task will include the preparation of a memorandum describing preliminary alternatives and explanation of criteria used for their selection, as well as concept-level cost and benefit estimates and related development potential for each alignment, including discussion of pros and cons. The memorandum shall include identifying and describing, at a conceptual level, the transit costs (i.e., not only capital costs, but also operating and maintenance costs, etc.) and benefits (i.e., ridership, etc.) that would be included in a Small Starts Project Development application. A philosophy for this task must be “designing to budget”. That is, Riverside seeks a maximum per mile cost of \$3 million - \$10 million, all inclusive. Focus to accomplish this task:
 - Tracks and alignment;
 - Overhead power;
 - Stops/stations;
 - A maintenance facility.
- Throughout the task, the following questions should be asked at every turn:
 - What is the function of the element? (to assess the cost value)
 - What are the minimum design requirements to ensure that it will function well? (to keep it simple)
 - Are there ways to streamline or combine the functions of project elements?
 - How can the design of the streetcar system best fit into the existing built environment? (to retrofit rather than reconstruct where possible)
 - How can the efforts to the community be minimized during construction?
- ***Responsible Party: Consultant***

Task 2.3: Facilitate Community Informational Meeting

- Based on the outputs of Tasks 2.1 and 2.2, an informational meeting will be held to present findings to date and to receive input from the Riverside community on alternative alignments and development scenarios within the Riverside Streetcar Transit Corridor project area. The goal of the meeting is to arrive at alignment preferences. Spanish, Mandarin and American Sign Language shall be provided by consultant.
- ***Responsible Party: Consultant***

Task 2.4: Conduct Feedback Meeting

- This task focuses on a 2- to 4-hour meeting during which key organizational and agency partners will review findings to date and provide strategic feedback. The goal of the meeting is to arrive at a recommended preferred alignment.
- ***Responsible Party: City of Riverside and Consultant***

Task 2.5: Select Preferred Alignment

- Based on the alternative alignments, concept-level costs, etc. identified in Task 2.2, this task entails recommending a preferred alternative for review and recommendation by the Planning Commission, Transportation Board, and Riverside Public Utility Board, and selection by the City Council. Staff Reports will be prepared and presentation to each public body. It is assumed

that the selected preferred alignment will also contribute to the NEPA LPA outcome requisite for the Small Starts Project Development.

- **Responsible Party:** *City of Riverside and Consultant*

Task	Deliverable
2.1	<i>Charrette Agenda and Summary Report</i>
2.2	<i>Summary Memorandum of Preliminary Alignment Alternatives and Concept-Level Costs and Benefits Assessment</i>
2.3	<i>One, 1- to 2-hour Community Informational Meeting</i>
2.4	<i>One, 2 to 4-hour Feedback Meeting with Caltrans, RTA, RCTC, and other agency and organization partners</i>
2.5	<i>Staff Reports and Presentations on Recommended Preferred Alignment</i>

3. DEVELOPING THE IMPLEMENTATION STRATEGY FOR DEVELOPMENT-ORIENTED TRANSIT IN RIVERSIDE

Task 3.1: Understand Specific Funding Alternatives Available to Riverside

- This task identifies local, regional, state, and federal funding options for streetcars or similar circulators. Presented in a menu format, this task will result in a description of available funding sources and describe how they can apply in the Riverside Streetcar Transit Corridor context. Additionally, a case study analysis will be performed of funding and financing strategies being pursued to implement streetcars or similar circulators in other locations throughout the country.

- **Responsible Party:** *Consultant*

Task 3.2: Prepare Detailed Real Estate Development Potential Analysis

- Based on the preferred alignment identified in Task 2.5, this task identifies significant development opportunity sites and gauges potential development outcomes based on opportunity sites and market conditions within the preferred Riverside Streetcar Transit Corridor project area. The analysis will involve examining parcel-level assessed value improvement-to-land ratios; interviewing property owners and real estate brokers to determine significant development opportunities and timing; comparing existing parcel-level floor-area-ratios to maximum allowable development potential; performing feasibility analyses for up to three (3) infill development types to inform the analysis of development phasing, redevelopment, and streetcar or similar circulator value boost impacts; and estimating future total development and phasing of development. A Development Analysis memorandum will be prepared to present the findings.

- **Responsible Party:** *Consultant*

Task 3.3: Prepare Economic, Fiscal and Community Costs and Benefits Assessment

- This task will focus on evaluating the economic, fiscal and community costs and benefits of the preferred alignment for the Riverside Streetcar Transit Corridor, based on the outputs in Phases 1 and 2. The deliverables for this task shall contribute significantly to identifying and describing – in detail (note: this task shall also include the “design to budget” approach per task)– the transit

costs (i.e., not only capital costs, but also operating and maintenance costs, etc.) and benefits (i.e., ridership, etc.) requisite for completing and submitting a Small Starts Project Development application. This will include, but not be limited to:

- Perform sensitivity analysis to determine potential magnitudes of major economic benefits, including rents, sales prices, vacancy rates, etc.
- Evaluate other economic and community benefits, including regional competitiveness, resident/worker access to goods and services, etc.
- Assess potential return on investment that the City might expect from the projected increase in development.
- Estimating construction costs for initial capital improvements as well as ongoing expenses for operation and maintenance of the streetcar system.
- Interview up to ten (10) representatives from colleges, universities, major businesses and property owners to gauge perceptions of potential value increases resulting from the streetcar or similar circulator.
- Conduct a statistically valid survey to gather data regarding the level of potential ridership and other related information, for residents, students and employees.
- Concept-level impacts (positive and negative) based on readily available data of a streetcar system (based on the alternative alignments identified) on the larger circulation system of the City.
- Qualitative assessment of the community benefits and negative impacts of a streetcar system for those community members within the streetcar service area as well as those with no or limited access to it.

- **Responsible Party:** *Consultant*

Task 3.4: Conduct Development Funding/Financing Strategy Analysis

- For the preferred alignment, funding and financing alternatives will be prepared. These alternatives will include:
 - Perform sensitivity analysis for development phasing/magnitude and different value capture tools.
 - Determine a minimum of three possible combinations of funding and financing sources and strategies, including, but not limited to, bonding, public/private partnerships, franchise operations, and other resources.
 - Examine the primary alternative under various funding and financing scenarios and analyze the funding and financing capacity provided by each of the identified sources within the scenarios.
 - Qualitatively describe factors influencing funding and financing.

- **Responsible Party:** *Consultant*

Task 3.5: Prepare and Present Draft and Final Feasibility Recommendations Report and Implementation Plan

- Building upon all work to date (i.e. all outcomes from Tasks 2 and 3), a draft feasibility recommendations report and implementation plan will be prepared and presented to the RIVERSIDE RECONNECTS Steering Committee, partner agencies and organizations, and the

Riverside community for input and feedback. Based on input provided through these meetings, a revised draft will be prepared and presented to the Transportation Board, City of Riverside Planning Commission, Riverside Public Utility Board, and the City of Riverside City Council. The input provided by these bodies will be refined into a final recommendations report and implementation plan.

- **Responsible Party:** *City of Riverside and Consultant*

Task	Deliverable
3.1	<i>Specific Funding Alternatives Available to Riverside and Case Study Analysis</i>
3.2	<i>Real Estate Development Analysis Memorandum</i>
3.3	<i>Economic, Fiscal, and Community Costs and Benefits Assessment including Interviews and a Statistically valid Survey</i>
3.4	<i>Development Funding/Financing Strategy Analysis</i>
3.5	<i>Draft and Final Feasibility Recommendations Report and Implementation Plan, including up to six (6) presentations to RIVERSIDE RECONNECTS Steering Committee, partner agencies and organizations, the Riverside community, City of Riverside Transportation Board, City of Riverside Planning Commission, Riverside Public Utility Board, and the City of Riverside City Council.</i>

Exhibit 1: RIVERSIDE RECONNECTS Study Area

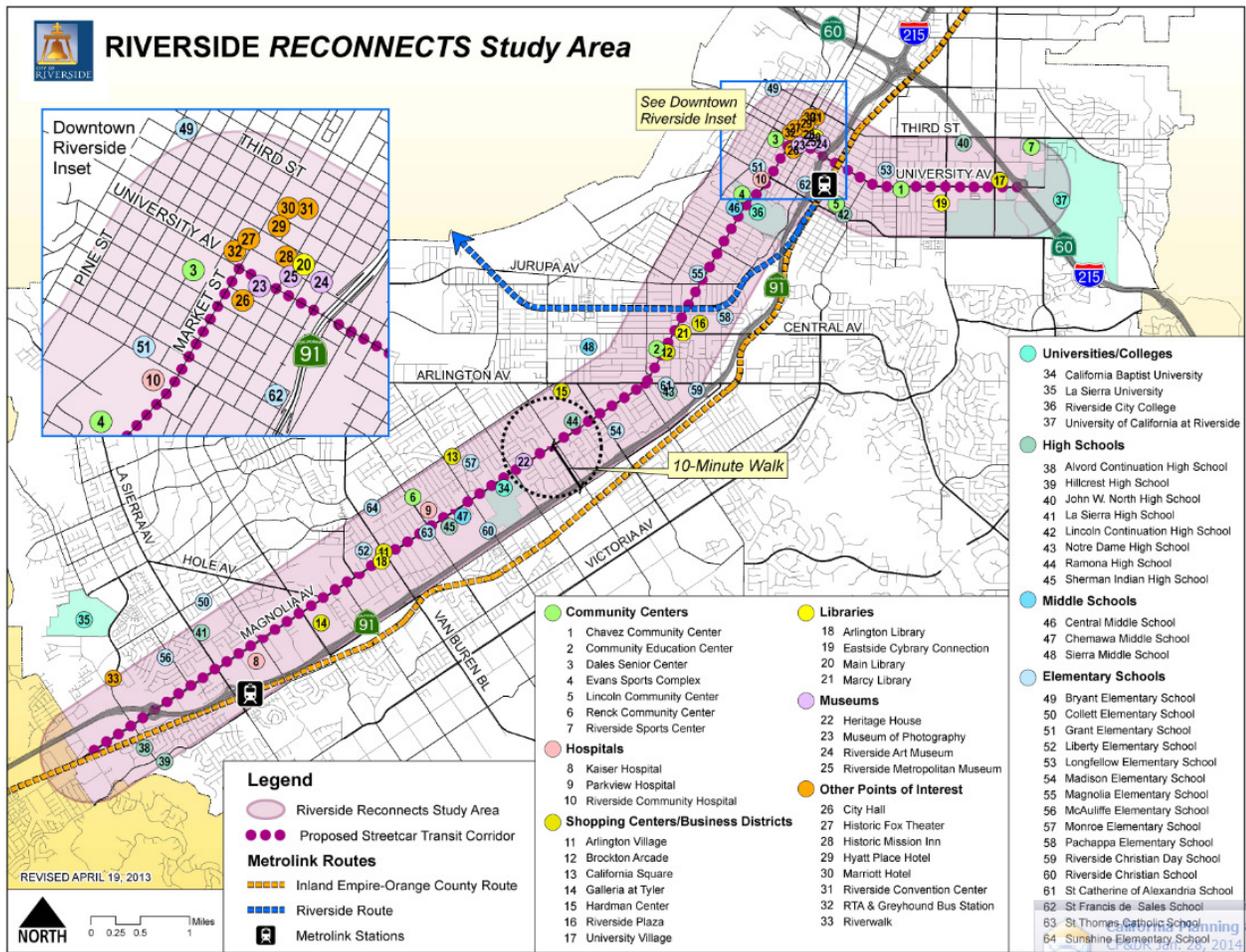


Exhibit 2 Overall objectives of RIVERSIDE RECONNECTS

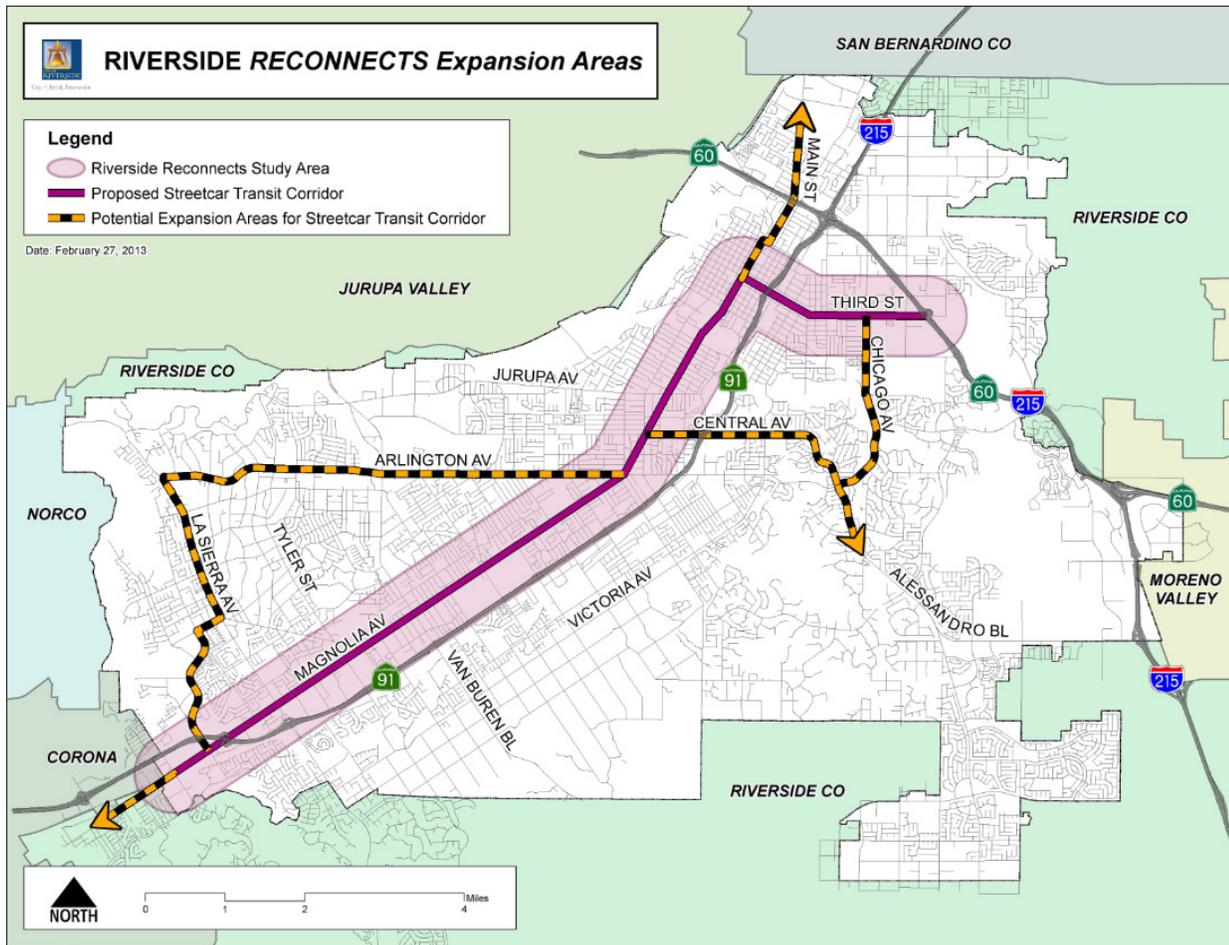
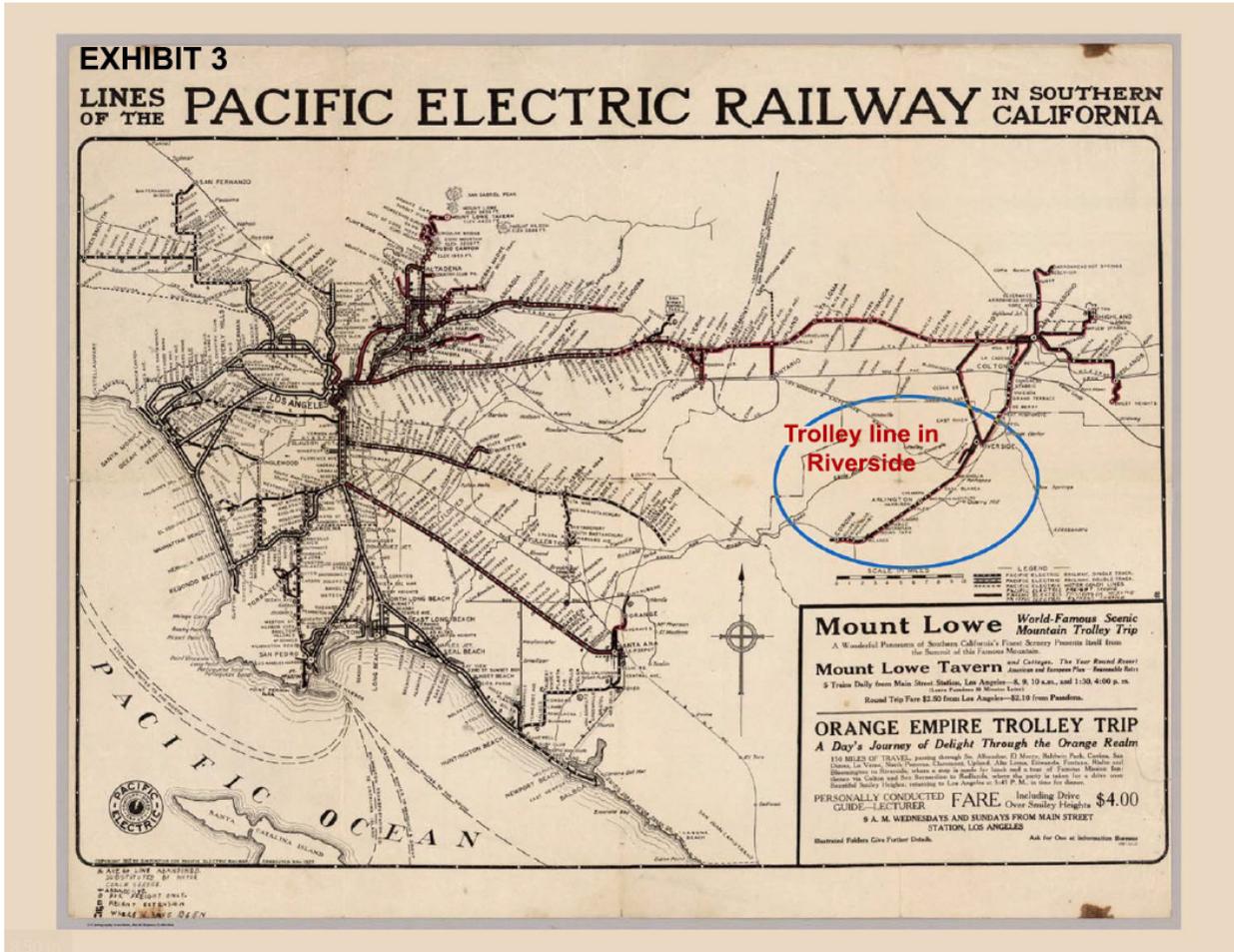


Exhibit 3, Pacific Electric Railway system did until the mid-1950's



PROPOSAL AND INTERVIEW EVALUATION FORM

RFP No. 14-017

Consultant Name: _____

(a)	(b)	(c)	(d)
Evaluation Criteria	Max. Possible Points	Points Earned	Strengths/Weaknesses
TECHNICAL APPROACH <ul style="list-style-type: none"> • Tasks & approach clearly described • Creative/innovative approach • Project intent has been met 	35		Strength(s): Weakness(es):
CONSULTANT FIRMS: <u>Prime Consultant:</u> <ul style="list-style-type: none"> • Experience with similar project of the same size and scope • Familiar with regional & local issues • Capability to reallocate resources as needed to meet project schedule <u>Sub-Consultant(s):</u> <ul style="list-style-type: none"> • Each sub provides unique service(s) to the team • Subs are fully capable of performing their tasks 	25		Strength(s): Weakness(es):
PROJECT MANAGEMENT <ul style="list-style-type: none"> • Reasonable total number & distribution of hours • Qualifications of key individuals • Time commitment of key individuals 	20		Strength(s): Weakness(es):
PROJECT COST <ul style="list-style-type: none"> • Realistic cost for services to be performed • Allocation of cost to tasks & activities 	20		Strength(s): Weakness(es):
REFERENCES <ul style="list-style-type: none"> • Similar projects completed on time and within budget 	Pass/ Fail		
TOTAL:	100		

Name of Evaluator (print): _____ Agency: _____

Signature of Evaluator: _____ Date: _____

PROPOSAL AND LINE ITEM BUDGET (Cost Proposal) **INSTRUCTIONS**

SCAG uses the Line Item Budget to assess the fairness and reasonableness of a proposer's costs. Once SCAG awards a contract, the negotiated Line Item Budget serves as the basis for reimbursing the proposer (includes Cost Plus as well as Fixed Price contracts).

1. **All proposers must submit a Line Item Budget using the exact format shown on the following page, or may risk having their proposal disqualified.** Further, a Line Item Budget must be submitted for each subconsultant regardless of dollar value of the subcontract. The Line Item Budget (Attachment 5) template may be downloaded from SCAG's website at: <http://www.scag.ca.gov/business/index.htm>.

In addition to the detail Line Item Budget identify as a single item the **TOTAL PRICE PROPOSED** (Grand Total) proposed, that is inclusive of Subconsultants.

Disclaimer – Each proposer is responsible for all mathematical calculations and information provided on the Line Item Budget template.

2. Many items that may be normal business costs and tax deductible may not be allowable under Federal and State contract rules (e.g., dues, advertising, contributions, bad debts, interest expense, meals, and entertainment). For a complete listing, see 48CFR 18.36 and OMB-87.

All costs must be allowable and consistent with Federal cost principles under OMB Circular A-87. Please be aware that the cost-plus-a-percentage-of-cost bid/offer method, where the proposer's profit is a percentage of the reimbursed costs on a project, is not allowed under Federal rules. Also, **contingency fees are not allowed.**

3. **Cost Structure**

A. Direct Labor:

- Direct labor, overhead, and fringe benefits must be shown as separate dollar amounts (United States currency) in the Line Item Budget.
- Identify Key Personnel by both name and title (e.g., Mary Smith, Sr. Planner). Place an asterisk (*) next to the name(s) of any Key Personnel. Other professional or support/administrative staff may be identified by title only.
- **A separate Line Item Budget must be provided for each SCAG Fiscal Year (July – June) for any project crossing over multiple Fiscal Years.** The labor rate quoted for each position in the Line Item Budget must be the rate that is expected to be received during the applicable SCAG fiscal year. Expected merit or cost-of-living increases must be incorporated into the quoted rate. Proposers must provide the maximum rate for each position for proposal evaluation purposes, but if SCAG awards a Cost Plus Fixed Fee contract, SCAG will only pay the selected consultant the actual rate paid to the person in a position, and the rates must be traceable to and supported by payroll records.
- **Note:** For Firm Fixed Priced (FFP) contracts, SCAG uses the labor and overhead rates quoted in the proposer's Line Item Budget to evaluate the proposed price for each task and cumulatively. Once SCAG has negotiated a final Line Item Budget, during the life of the contract, SCAG intends to pay the selected consultant upon completion of each task (unless otherwise agreed to), regardless of the actual cost to complete the task, provided the cost is allowable and allocable, and complies with federal rules and regulations.

B. Over head:

- The overhead rate quoted must be the rate that is expected for each Fiscal Year during the life of the contract. Prior to contract award, proposer must substantiate the rate if SCAG requests it.

C. Fixed Fee:

- Fee/Profit is calculated on Direct Labor, Overhead and Fringe Benefits only, not on Subconsultants.

D. Other Direct Costs (ODCs)

- ODCs must be fully substantiated prior to contract award. If the contract is subject to a pre-award audit (see bullet 5 below), SCAG will review support for ODCs similar to that done for Direct Labor, Overhead, and Fringe Benefits. If SCAG awards a Cost Plus Fixed Fee contract, during the life of the contract, SCAG will require back-up documentation with the monthly invoices to substantiate ODCs.
- All travel costs must be reasonable, and are limited to those rates stated under California's State Department of Personnel Administration rules, (subject to change) posted at: <http://www.dot.ca.gov/hq/asc/travel/ch12/1consultant.htm>

4. Contracts less than \$250,000 may require a pre-award audit; those at \$250,000 or more will require a pre-award audit.

LINE ITEM BUDGET

Consultant: ABC Company
 1234 Main Street, Suite 100
 Los Angeles, CA 90000
 (213) 555-5555

Title of RFP: _____

RFP Number: _____

Cost Categories	Maximum Hourly Rate	Task 1		Task 2		Task 3		Task 4		Task 5		Task 6		Task 7		Task 8		Task 9		Task 10		Grand Total (All Tasks)	
		TBD		TBD		TBD		TBD		TBD		TBD		TBD		TBD		TBD		TBD			
		Hours	Amount	Hours	Amount	Hours	Amount																
Direct Labor Classification(s):																							\$0
A. Person, Sr. Planner	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Subtotal - Direct Labor		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
Overhead & Fringe (inc. G&A):																							\$0
			\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
			\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Subtotal - Overhead & Fringe (inc G&A):			\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Fixed Fee																							\$0
			\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Subtotal - Fixed Fee:			\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Other Direct Costs (ODCs)																							\$0
Travel	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Printing – Directly Chargeable Only	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Other	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Other	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
	\$ -		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Subtotal - ODCs:			\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
Grand Total		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0

* if you anticipate the use of subconsultants, use a copy of this template to identify subconsultant cost detail by task in a similar fashion and input final figures under each subconsultant (Hours & Amount by tasks involved)

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

RFP No. 14-017

- 1) All persons or firms, including subconsultants, must complete this certification and certify, under penalty of perjury, that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, or manager:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
 - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) If such persons or firms later become aware of any information contradicting the statements of paragraph (1), they will promptly provide that information to SCAG.

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

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

Name of Firm

Signature (original signature required)

Date

SCAG CONFLICT OF INTEREST FORM

RFP No. 14-017

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council members lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel.

Name of Firm: _____

Name of Preparer: _____

Project Title: _____

RFP Number: _____ **Date Submitted:** _____

SECTION II: QUESTIONS

- During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES **NO**

If “yes,” please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES **NO**

If “yes,” please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES **NO**

If “yes,” please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If “yes,” please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) _____, hereby declare that I am the (position or title) _____ of (firm name) _____, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated _____ is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

_____ Signature of Person Certifying for Proposer (original signature required)	_____ Date
---	---------------

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) INFORMATION

RFP No. 14-017

The requirements of 49 Code of Federal Regulations (CFR) Part 26 applies to this RFP.

DBEs and other small businesses are strongly encouraged to participate in the performance of Agreements financed in whole or in part with federal funds (See 49 CFR 26, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs"). The Consultant should ensure that DBEs and other small businesses have the opportunity to participate in the performance of the work that is the subject of this solicitation and should take all necessary and reasonable steps for this assurance. The proposer shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts.

DBE DEFINITION

A DBE is a-for-profit "small business concern" that is at least 51 percent owned and controlled by one or more socially and economically disadvantaged individuals. One or more such individuals must also control the management and daily business operations. These individuals must be citizens (or lawfully admitted permanent residents) of the United States and (1) any individual who a recipient finds to be a socially and economically disadvantaged individual on a case-by-case basis, or (2) who are either Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans, women, or any other group found to be socially and economically disadvantaged by the Small Business Administration.

DBE PARTICIPATION AND GENERAL INFORMATION

It is the proposer's responsibility to be fully informed regarding their requirements of 49 CFR, Part 26. Particular attention is directed to the following:

- A. A DBE must be a small business firm defined pursuant to 13 CFR 121 and be certified through the California Unified Certification Program (CUCP)
- B. A certified DBE may participate as a prime consultant, subconsultant, or as a vendor of material or supplies.
- C. A DBE must perform a commercially useful function pursuant to 49 CFR 26.55; that is, a DBE firm must be responsible for the execution of a distinct element of the work and must carry out its responsibility by actually performing, managing, and supervising the work.
- D. A prime consultant who is a certified DBE is eligible to claim all of the work in the Agreement toward the DBE participation except that portion of the work to be performed by non-DBE subconsultant.

DBE CONTRACT GOAL

SCAG has not established a goal for this contract. However, proposers are encouraged to obtain DBE participation for this contract.

DBE SOURCES

Consultants interested in locating DBE subconsultants may refer to the following source:

Statewide DBE Database of the CUCP (California Unified Certification Program):

<http://www.californiaucp.com/>

Click on “Directory”

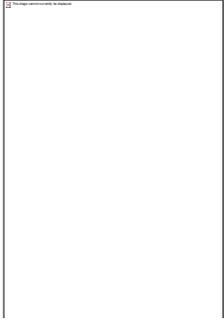
Also, the following agency may be contacted for assistance in locating DBE firms in California:

Caltrans Office of Certification

1-866-810-6346

DBE CERTIFICATION

The DBE firm must hold a current California Unified Certification Program (CUCP) DBE certification at the time of proposal submission. DBE certifications outside of California will not be accepted. Firms that are DBE certified outside of California may apply for a CUCP DBE certification by contacting one of the certifying agencies listed at: <http://californiaucp.org/>



Main Office

818 West Seventh Street

12th Floor

Los Angeles, California

90017-3435

Phone (213) 236-1800

Fax (213) 236-1825

www.scag.ca.gov

SECTION 1. GENERAL CONTACT INFORMATION

Primary Contact _____
Title _____
Telephone No. _____ Fax No. _____
E-mail Address _____
Company Website Address _____

SECTION 2. REMITTANCE ADDRESS (IF DIFFERENT FROM FORM W-9)

Company Name _____
Address _____
City _____ State _____ Zip Code _____
Telephone No. _____ Fax No. _____

SECTION 3. PROPOSER'S/BIDDER'S LIST INFORMATION (REQUIRED)

Is your firm a Disadvantaged Business Enterprise (DBE)? [] Yes [] No

As defined in Title 49 Part 26.11 of the Code of Federal Regulations, complete the required information below regardless of whether your firm is a DBE or non-DBE:

Age of Firm: _____

Annual Gross Receipts (select one):

[] Less than \$1 Million [] \$5 Million - \$10 Million [] \$15 Million - \$17.4 Million
[] \$1 Million - \$ 5 Million [] \$10 Million - \$15 Million [] \$17.4 Million +

A COPY OF THE FIRMS DBE CERTIFICATION MUST BE PROVIDED TO QUALIFY AS A DBE.

For vendors located within the Southern California region, certification must be from one of the agencies listed below.

CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)
Civil Rights MS 79, 1823 14th Street ,Sacramento, CA 95814
Phone: (916) 324-1700 or (866) 810-6346, Fax: (916) 324-1862, website: caltrans.ca.gov

CITY OF LOS ANGELES
Office of Contract Compliance, Centralized Certification
1149 S. Broadway Street, Suite 300, Los Angeles, CA 90015
Phone:(213) 847-6480, Fax: (213) 847-5566, website: bca.lacity.org

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (METRO)
Diversity and Economic Opportunity Department
One Gateway Plaza, Los Angeles, CA 90012
Phone: (213) 922-2600, Fax: (213) 922-7660, website: mta.net

If you believe you qualify as a DBE but are not certified, you may want to contact one of the certifying agencies listed at http://californiaucp.org/ to initiate the certification process.

SECTION 4. COMMODITY CODE

Check all boxes of the commodity codes that apply to your company's particular areas of expertise.

General Goods & Services								
<input checked="" type="checkbox"/>	NIGP	DESCRIPTION	<input checked="" type="checkbox"/>	NIGP	DESCRIPTION	<input checked="" type="checkbox"/>	NIGP	DESCRIPTION
<input type="checkbox"/>	60001	Painters	<input type="checkbox"/>	60204	Telecommunications	<input type="checkbox"/>	60720	Paper, Fine
<input type="checkbox"/>	60007	Electrical	<input type="checkbox"/>	60233	Appliances	<input type="checkbox"/>	60730	Trophies & Awards
<input type="checkbox"/>	60008	Plumbing	<input type="checkbox"/>	60400	Audio Visual Equipment	<input type="checkbox"/>	60863	Temporary Staffing
<input type="checkbox"/>	60009	Small General Contractors	<input type="checkbox"/>	60401	Audio Visual Supplies	<input type="checkbox"/>	60875	Registrations (Training/Seminars)
<input type="checkbox"/>	60016	Security Systems	<input type="checkbox"/>	60402	Video Equipment	<input type="checkbox"/>	61000	Office Supplies
<input type="checkbox"/>	60017	H V A C Contractors	<input type="checkbox"/>	60545	Moving & Storage	<input type="checkbox"/>	90640	Graphic Design Services
<input type="checkbox"/>	60030	Sound Systems & Electronics	<input type="checkbox"/>	60637	Lease – Equipment	<input type="checkbox"/>	90640.1	Image Setting
<input type="checkbox"/>	60102	Postage & Courier Services	<input type="checkbox"/>	60637.1	Lease – Building	<input type="checkbox"/>	90640.2	Premium/Promotional Items
<input type="checkbox"/>	60102.1	Postage Machines	<input type="checkbox"/>	60638	Maintenance Agreement	<input type="checkbox"/>	96600	Printing & Related Services
<input type="checkbox"/>	60104	Memberships(Professional)	<input type="checkbox"/>	60640	Copiers/Mimeo/Dupl.	<input type="checkbox"/>	96115	Catering & Concessions
<input type="checkbox"/>	60105	Subscriptions (Periodicals)	<input type="checkbox"/>	60670	Furniture – Office	<input type="checkbox"/>	96115.1	Coffee & Tea Services
<input type="checkbox"/>	60200	Computer Hardware	<input type="checkbox"/>	60700	Typewriters & Supplies	<input type="checkbox"/>	96115.2	Bottled Water
<input type="checkbox"/>	60201	Computer Software	<input type="checkbox"/>	60701	Office Machines	<input type="checkbox"/>	96618	Copying/Reproduction Services
<input type="checkbox"/>	60202	Computer Supplies	<input type="checkbox"/>	60702	Office Machine Supplies	<input type="checkbox"/>	91528	Mailing Services & Electronic Info.
<input type="checkbox"/>	60203	Computer Services	<input type="checkbox"/>	60710	Stationary Supplies	<input type="checkbox"/>		
<input type="checkbox"/>	Other							

Professional/Consulting Services

<input checked="" type="checkbox"/>	NIGP	DESCRIPTION	<input checked="" type="checkbox"/>	NIGP	DESCRIPTION	<input checked="" type="checkbox"/>	NIGP	DESCRIPTION
<input type="checkbox"/>	60012	Architects, Engineer	<input type="checkbox"/>	91840	Employee Benefits Consulting	<input type="checkbox"/>	91892.1	Growth Visioning Planning
<input type="checkbox"/>	90868	Project Management	<input type="checkbox"/>	91843	Environmental Consulting	<input type="checkbox"/>	91893	Security/Safety Consulting
<input type="checkbox"/>	91804	Accounting/Auditing/Budgeting	<input type="checkbox"/>	91846	Feasibility Studies	<input type="checkbox"/>	91894	Traffic Consulting
<input type="checkbox"/>	91804.1	Organizational, Financial, & Performance Audits/Project Management Services	<input type="checkbox"/>	91849	Finance/Economic Consulting	<input type="checkbox"/>	91895	Telecommunications Consulting
<input type="checkbox"/>			<input type="checkbox"/>	91858	Government Consulting	<input type="checkbox"/>	91896	Transportation Planning Consulting
<input type="checkbox"/>	91806	Administrative Consulting	<input type="checkbox"/>	91858.1	Government Relations	<input type="checkbox"/>	91896.1	Highway Corridor Analysis
<input type="checkbox"/>	91806.1	Administrative Services	<input type="checkbox"/>	91858.2	Institutional Analysis	<input type="checkbox"/>	91896.2	Rail Planning & Analysis
<input type="checkbox"/>	91812	Modeling-Analytical Studies & Surveys	<input type="checkbox"/>	91863	Housing Consulting	<input type="checkbox"/>	91896.3	Transit & Non-motorized Planning & Analysis
<input type="checkbox"/>	91812.1	Survey and Data Collection	<input type="checkbox"/>	91865	Human Relations Consulting			
<input type="checkbox"/>	91812.2	Travel Demand Model Improvement	<input type="checkbox"/>	91866	Human Resources Consulting	<input type="checkbox"/>	91896.4	Transportation Management & Coordination
<input type="checkbox"/>	91812.3	Geographic Information System	<input type="checkbox"/>	91866.1	Executive Search	<input type="checkbox"/>	91896.5	Truck Lane Analysis/GoodsMovement
<input type="checkbox"/>	91812.4	Software Support for Studies & Surveys	<input type="checkbox"/>	91866.2	Insurance Broker Services	<input type="checkbox"/>	91896.6	Transportation Financing
<input type="checkbox"/>	91812.5	Regional Data Systems	<input type="checkbox"/>	91874	Legal Consulting	<input type="checkbox"/>	91896.7	Transportation & Economic Development
<input type="checkbox"/>	91817	Aviation Consulting	<input type="checkbox"/>	91874.1	Legislative Services	<input type="checkbox"/>	91896.8	Transportation Investment Analysis
<input type="checkbox"/>	91826	Communications: Public Relations Consulting	<input type="checkbox"/>	91874.2	Alternative Dispute Resolution	<input type="checkbox"/>	91896.9	Transportation Modeling Support
<input type="checkbox"/>	91828	Computer Hardware Consulting	<input type="checkbox"/>	91875	Management Consulting	<input type="checkbox"/>	91897	Gas, Water, Electric Consulting
<input type="checkbox"/>	91828.1	Computer Service Center	<input type="checkbox"/>	91875.1	Organization & Staff Development	<input type="checkbox"/>	91897.1	Air Quality Planning & Modeling
<input type="checkbox"/>	91829	Computer Software Consulting	<input type="checkbox"/>	91876	Marketing Consulting	<input type="checkbox"/>	91897.2	Water Supply Analysis
<input type="checkbox"/>	91829.1	Information Systems	<input type="checkbox"/>	91876.1	Social Economic Impact Analysis	<input type="checkbox"/>	96175	Translation Services
<input type="checkbox"/>	91829.2	Unix Systems Support	<input type="checkbox"/>	91876.2	Social Justice/Equity Analysis	<input type="checkbox"/>	91892	Urban Planning Consulting
<input type="checkbox"/>	91829.3	Macintosh Computer Technical Support	<input type="checkbox"/>	91879	Minority & Small Business Consulting			
<input type="checkbox"/>	91837	Economy Analysis Consulting	<input type="checkbox"/>	91883	Organizational Development Consulting			
<input type="checkbox"/>	91838	Education & Training Consulting	<input type="checkbox"/>	91885	Personnel/Employment Consulting			
<input type="checkbox"/>	Other							

SECTION 5. FORM SUBMISSION

Include this form in your proposal

**Notice Regarding California Public Records Act
RFP 14-017**

Section 1 - Summary

A proposal submitted in response to this RFP will be subject to public disclosure pursuant to the California Public Records Act, Cal. Gov. Code section 6250 et. seq., (the "Act"). The Act provides generally that all records relating to a public agency's business are open to public inspection and copying, unless specifically exempt from public disclosure under one of several exemptions set forth in the Act. If you believe that any portion of your proposal is exempt from disclosure under the California Public Records Act, you **must**: 1). Mark such portion "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY," within you proposal; 2). Complete Section 2 below, and 3). Include this Attachment 10 in your submittal, or your proposal will be subject to public disclosure under the Act. Proposals marked "TRADE SECRET," "CONFIDENTIAL," OR "PROPRIETARY" in their entirety will not be honored, and SCAG will not deny public disclosure of proposals so marked. By submitting a proposal with specific material marked "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY," you represent you have a good faith belief that the material is exempt from disclosure under the Act; however, such designations will not necessarily be conclusive. You may be required to further justify in writing why such material should not, upon request, be disclosed by SCAG under the Act. Fee and pricing proposals are not considered "TRADE SECRETS", "CONFIDENTIAL", or "PROPRIETARY".

If SCAG denies disclosure, then by submitting your proposal you agree to reimburse SCAG for, and to indemnify, defend, and hold harmless SCAG, its officers, fiduciaries, employees, and agents from and against any and all claims, damages, losses, liabilities, suits, judgments, fines, penalties, costs, and expenses including, without limitation, attorneys' fees, expenses and court costs of any nature whatsoever (collectively, "Claims") arising from, in connection with, or relating to SCAG's non-disclosure. By submitting your proposal, you also agree to defend, indemnify, and hold harmless SCAG from and against any and all Claims arising from, in connection with, or relating to SCAG's public disclosure of any such designated portions of your proposal if SCAG reasonably determines disclosure is deemed required by law, or if disclosure is ordered by a court of competent jurisdiction.

Section 2 - Exemption Request

Page Number of Proposal	Brief Explanation for the Exemption Under the Act and any Other Comments

Attach additional pages as necessary

Check here if proposer claims no exemption

Signature: _____

Date: _____