

WestCOG Regional Freight Plan – Questions and Answers (6/30/26)

Question	Response
High Street is considering responding to WestCOG's Regional Freight Study RFQ and is currently working on teaming arrangements. To help us plan our approach and structure our team appropriately, it would be helpful to know whether WestCOG has a desired budget range or anticipated not-to-exceed amount in mind for the study. Are you able to provide any information on the desired budget range or anticipated not-to-exceed amount for the Regional Freight Study?	As this is a Request for Qualifications process, WestCOG cannot disclose budget information during the Statement of Qualifications phase of the procurement. Scope and fee negotiations will commence with the most qualified firm as selected by the consultant selection team.
Can we provide the baseline of data that was used in the Regional Freight Profile? Can we provide the list of freight generators?	The list of freight generators was developed in 2017 and last updated in 2021. It is referenced in the current MTP, and will be updated for the 2027 MTP.
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Can we say anything about the DBE requirement?	WestCOG implements CTDOT requirements for this procurement. CTDOT at this time is employing a 0% DBE requirement.
What are we looking for in an ideal team (skill sets and location of members)?	WestCOG is requesting that prospective consultants interested in submitting a Statement of Qualifications review the RFQ Project Description and Scope of Work (Part II) and determine what skill sets are required to produce the Plan type requested. There are no geographic locational requirements relative to the domicile of the consultant team. Note that members of the consultant team may need to be

	able to visit the Plan area to develop an understanding of the project requirements and to make recommendations.
Is there an anticipated budget range or not-to-exceed amount similar to the transit study?	As this is a Request for Qualifications process, WestCOG cannot disclose budget information during the Statement of Qualifications phase of the procurement. Scope and fee negotiations will commence with the most qualified firm as selected by the consultant selection team.
Does WestCOG have access to Street Light data?	No. WestCOG is requesting that prospective consultants identify the availability of, and recommend the use of, data sources that are available.
With no DBE Goal, what is the expected Good Faith Effort Plan (GFEP)?	Proponents do not need to submit a formal Pre-Award Good Faith Effort (GFE) Application Request if the project has a 0% DBE goal. Because the contract requirement is zero, there is no shortfall to justify at the time of bid submission. However, "Even when an individual contract or Request for Proposal (RFP) carries a 0% DBE goal, CTDOT's standard provisions require the contractor to make a "good faith effort" to reach out to certified DBE firms if any subcontracting opportunities arise during the life of the project."
Can we include a cover letter in our qualifications response?	Yes, a cover letter can be included.
Will the successful consultant have access to the Connecticut DOT statewide model?	We do not have access to the statewide travel demand model.
Can WestCOG confirm whether FAF data are available in the form of network flows?	WestCOG is requesting that prospective consultants identify the availability of, and

	recommend the use of, data sources that are available.
Page 11 of the RFQ states, "Proposers shall submit a proposed work plan and cost allocation showing how effort will be distributed across tasks." Please clarify if the cost allocation is required, as it is noted on RFP page 10 that this procurement is to be a Qualifications-Based Selection (QBS).	Thank you for bringing this to our attention. To confirm, the procurement is a QBS. Accordingly, on Page 12 of the RFQ a correction should state: "Proposers shall submit a proposed work plan showing how effort will be distributed across tasks." The cost allocation must be excluded.
Is there a size limit on the file size your email system will accept?	Yes. For delivery reliability, please keep email submissions to 15 MB, including attachments. As noted in Part 1, #12 (Submission Requirements), a download link can be included in the proponent's email to WestCOG as an alternative.
The RFQ includes CTDOT DBE/SBE/SBPPP forms and requirements, but no DBE, SBE, or SBPPP participation goal is identified in the procurement documents. Please confirm whether a participation goal applies to this procurement. If so, please provide the applicable goal percentage and identify any required forms or documentation that must be submitted with the proposal.	"Proponents do not need to submit a formal Pre-Award Good Faith Effort (GFE) Application Request if the project has a 0% DBE goal. Because the contract requirement is zero, there is no shortfall to justify at the time of bid submission. However, even when an individual contract or Request for Proposal (RFP) carries a 0% DBE goal, CTDOT's standard provisions require the contractor to make a 'good faith effort' to reach out to certified DBE firms if any subcontracting opportunities arise during the life of the project."
May we reorder the items Required Submission Contents or must they be submitted in the order list on RFQ page 28?	Please submit the Required Submission Contents in the order in which they are listed on Page 28 of the RFQ.