

**Ventura County Transportation Commission
Transportation Emergency Preparedness Plan RFP Questions and Answers**

Q. What role is Santa Barbara County playing and are they participating in funding the project?

A. VCTC is the lead for the project but is working in partnership with SBCAG on this project. SBCAG will be a part of the selection panel and the subcommittee and the plan will include emergency preparedness for Santa Barbara County as well as Ventura County. VCTC and SBCAG are splitting the cost of the local match.

Q. Since this is a Caltrans grant, will they be actively involved as a stakeholder?

A. VCTC will be reaching out to Caltrans, particularly divisions with jurisdiction over the freeway, to be a part of the subcommittee.

Q. Is LOSSAN part of the Committee?

A. VCTC will be reaching out to Caltrans, particularly divisions with jurisdiction over the freeway, to be a part of the subcommittee.

Q. Will the committee be facilitated and led by VCTC or is there a need to have a formal facilitator?

A. VCTC will be the lead of the subcommittee but will need facilitation assistance, especially as the committee is first implemented. The goal is for the committee to remain in place after the plan is finalized and the consultant will assist in determining a structure for the future. VCTC will take the lead in reaching out to stakeholders to participate on the committee. It is expected that the consultant will participate in the meetings during the development of the plan, whether in person or by conference call.

Q. Please clarify who is responsible for printing of materials for TEPP, Training Plan, Public Participation Plan, stakeholder meeting material and outreach material.

A. The expectation is the consultant will handle the bulk of all the materials. VCTC is able to assist in distributing and can help with printing of smaller items, such as communication materials to be distributed to the operators and stakeholder committee.

Q. Regarding emergency training and drills, what is VCTC seeking?

A. As part of the TEPP, VCTC expects the consultant to best practices and effective training and drills that are implemented elsewhere. Outlining suggested training and drills should be included in the plan. Training of the operators is not part of the scope of the Plan but VCTC will work to implement training and drills once the plan is completed and the TEPP will be used in future grant applications to fund the training, if pursued.

Q. How complete is VCTC's stakeholder list?

A. VCTC and SBCAG have robust stakeholder lists, especially of transit operators and the Offices of Emergency Services have thorough lists of emergency services. VCTC and SBCAG will

help to develop the list further and suggestions for additional participants are welcome from the consultant.

Q. Please clarify if this plan is intended to cover only assets that VCTC owns/operates, or is it intended to be an integrated transportation emergency/evacuation plan for all transportation infrastructure and operating systems in the county?

A. The TEPP is intended to cover all assets that all of the operators in both Ventura and Santa Barbara counties own or operate.

Q. Please confirm that VCTC would be responsible for providing the meeting locations for the various meetings referenced in the RFP?

A. Yes, VCTC and SBCAG will provide the meeting locations. It should be expected that a couple of the meetings will take place in Santa Barbara County.

Q. What is the expected level of physical presence in the area?

A. It is expected that at a minimum, the consultant attend in person meetings in both Ventura County and Santa Barbara County with VCTC and SBCAG to kick off the project, the initial stakeholder committee meetings, as well as presenting the TEPP to the VCTC Commission and SBCAG Board and likely to the operators committees.

Q. What is the project budget?

A. The Adaptation Planning Grant award, which is a state grant funded through SB 1 funds, for this project is \$250,000 but some of those funds are allocated to staff management of the project. No funds above the grant award are anticipated to be available for the project.