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SUBJECT: Questions and Answers for Request for Proposals (RFP) # 2881 - Update to the County's ADA Self-Evaluation and Transition Plan

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1. Will the County require a full WCAG 2.2 audit of all public-facing PDFs, video content, and internal staff portals, or only of its websites?

Answer: Our Digital Accessibility Program is in the process of evaluating and testing. This RFP does not include the SETP vendor to perform audits or testing. We require the SETP vendor to integrate the digital accessibility County information and the roadmap into the SETP.

2. Are any County-owned sites considered "historic" under federal or state criteria?

Answer: Yes, the Marin Civic Center is both a National Historic Landmark and a California Historical Landmark

3. Can the County provide the following:
Public Right of Way data including:
Number of ramps
Number of signalized intersections
Number of Transit Stops

Building/Site data:

Square Footage and Address of all County owned buildings and leased buildings that are part of the assessment

Parks:

Acreage and amenities for each park that are part of the assessment

Prior 2008 Self-Evaluation link is broken. Can the County provide a new link?

Answer: ANSWER

[Marin County GIS Open Data](#)

Number of Ramps: no existing count

Number of signalized intersections - attached

Number of Transit Stops – Transit stops are owned and maintained by Marin Transit.

Building/Site/Park Data – attached – not all Open Space Facilities are included

2008 Marin County SETP Update - attached

4. Our standard Public Right-of-Way (PROW) assessment uses an automated collection process that results in a very detailed evaluation of the sidewalks, curb ramps, crosswalks, signalized intersections, and transit

stops within the PROW.

Using precision lasers, highly accurate GPS technology, and specialized inclinometers, the GIS-ready data seamlessly integrates into ESRI ArcGIS for immediate insights.

The thorough evaluation allows the end-user to easily visualize sidewalk issues through intuitive, color-coded GIS maps. The maps are generated from continuous measurements of (including but not limited to) cross slopes, running slopes, vertical level changes, clear widths, and height / vertical clearance. Additionally, detailed segment / asset reports with issue locations, photos, and actionable repair insights are all directly accessible in ESRI ArcGIS. Ultimately, this detailed information is used to help inform and guide the transition planning process.

Can Marin County confirm that this is the desired result of the public right-of-way evaluation? Alternately, if a “sample” data set, or perhaps a “visual” inspection is desired, please clarify.

Answer: The County is looking to examine the methodology each vendor utilizes and recommends. A full assessment of the public right of way pedestrian facilities is desired.

5. Can the County please provide a list of the buildings, parks and facilities that will included in the evaluation? Can the list please include addresses, square footages or acreage, and the amenities for each site?

Answer: Building/Site/Park Data – attached – not all Open Space Facilities are included

6. The RFP references Appendix C for public rights-of-way inventory, but there is no Appendix C included in the RFP documents. Can the County please provide the linear mileage of public rights-of-way to be surveyed? If that is not available, can the County provide the centerline street mileage for County owned streets?

Answer: The BOS adopted road mileage for 2024-2025 FY was 421.74 miles

7. Submittal Requirement 2.d on page 22 of the RFP states that staff performing inspections shall be certified access specialists (CASp). Would the County accept proposals that include inspection team staff trained and supervised by a CASp, but would not all be CASp certified themselves?

Answer: Not all staff must be CASp certified, but all surveys, data and deliverables must be reviewed and certified by a CASp certified individual.

8. Will the County require a full WCAG 2.2 audit of all public-facing PDFs, video content, and internal staff portals, or only of its websites? 2. Are any County-owned sites considered “historic” under federal or state criteria?

Answer: Our Digital Accessibility Program is in the process of evaluating and testing. This RFP does not include the SETP vendor to perform audits or testing. We require the SETP vendor to integrate the digital accessibility County information and the roadmap into the SETP.

9. Submittal Requirements:

1.a.ii requests a list of 3 prior projects, and section 3 requests Project References. These two sections seem to be requesting similar information. Would it be possible to consolidate these into 1 section to streamline the RFP response and not duplicate information in two separate sections?

2.d *Include any credentials or licenses of any subcontractors who will be performing services. Subcontractor Staff performing inspections shall be certified access specialists (CASp) or equivalent.* Does the county expect that the individuals performing the field inspections to be CASp certified, or can the field inspectors be managed by a CASp who will review data collected and sign off on all reports?

Answer: Some vendors may wish to list different projects/clients in these two sections, highlighting different strengths or accomplishments. For that reason it will remain separate, however you may list the same set of clients in both sections.

Not all staff must be CASp certified, but all surveys, data and deliverables must be reviewed and certified by a CASp certified individual.

10. Scope of Work:

Task 2.3: Does this task anticipate that the consultant will only review and provide input on the County's policies, procedures and plans, or will it also involve an assessment of the Counties ICT infrastructure such as the website to ensure compliance with the WCAG standards?

Task 3.B: Addendum 1 states: *Adding list of County owned facilities.*

Does the county plan to include county leased facilities in the assessment process? If so, can the county provide locations and addresses for each facility that the county operates within and provides a program, service, or activity to the public?

Is it to be assumed that the list of county owned facilities is the 11 facilities listed at the bottom of the map or should all facilities in red font also be considered County owned facilities?

Can the County provide a map defining the boundaries of the assessment at the Civic Center to ensure all county facilities are included. This site appears to include multiple parks, parking lots, and the County Fairgrounds.

Can the County provide addresses for all facilities required to be assessed as part of this assessment process?

Answer: Our Digital Accessibility Program is in the process of evaluating and testing. This RFP does not include the SETP vendor to perform audits or testing. We require the SETP vendor to integrate the digital accessibility County information and the roadmap into the SETP

Building/Site/Park Data – attached – not all Open Space Facilities are included

11. Task 3.B & C: Addendum 1 states: *Posting Microsoft Excel spreadsheet showing inventory of County owned land.*

This spreadsheet contains multiple tables detailing county owned land. Is each consultant expected to pick and choose which facilities may or may not have public use that would require them to comply with the ADA. The lack of a detailed list including each facility the county intends to have inspected may lead to incomplete bids, and change orders after award of the project. To avoid potential discrepancies in the bid process, can the county provide a detailed list of facilities (buildings, parks, parking lots, beaches, campgrounds, fire stations, multi-use paths, etc.) with street addresses in addition to APNs, square footage and number of floors per buildings, and potential site boundaries for outdoor areas as some were listed as a portion of a park?

Answer: The County will collaborate with the vendor to identify use for each facility and identify what areas should be evaluated. This includes parks, outdoor sites, and leased facilities as well.

Building/Site/Park Data – attached – not all Open Space Facilities are included

12. Task 3.C: The link provided in Addendum 1 to clarify the assessment of the PROW states: *The Marin County Department of Public Works (DPW) maintains over 420 miles of roadway across unincorporated Marin County.*

To ensure bids are competitive and include fees for the same scope of work, can the County provide an estimated number of miles of sidewalk and curb ramps to be assessed as part of the process.

As 10% of the scoring criteria is based on the fee, this additional information will help to ensure a fair and competitive bid process.

Answer: The County does not possess a list of the total number of curb ramps, nor the total length or location of existing sidewalk. Part of the desired scope of work of the consultant is to create such an inventory.

13. SOLICITATION DOCUMENTS TO BE RETURNED

Are proposals supposed to utilize the Schedule of Proposed Fees on page 38 to submit as a sealed fee proposal? Please confirm if this is meant to be a lump sum fee or if each of the 8 tasks needs to have a detailed fee proposal containing hours per task per labor category?

Answer: Vendors will need to use and include the Schedule of Proposed fees page in their sealed proposal, as this page details the price for each requested task. I would recommend including a detailed breakdown of the fees associated with

each task, and listing a lump sum amount for the total cost associated with completing the respective task.

14. General

Can the County provide site and floor plans for each facility?

Does the County use asset management software? If so, which type?

Answer: The County has floor plans for many, but not all facilities. These documents will be made available, if needed, following award of contract.

The County does not have asset management software.

