

Response to Questions on WSF Management Organization Structure Study

Joint Transportation Committee, August 4, 2011

Question: RE the Policy Workgroup mentioned at the top of page 4, who is on this workgroup and what will be their role? What reporting or meeting responsibilities will the consultant have regarding this Policy Workgroup?

Response: Our apologies for this reference. Policy oversight for this study will be provided by the Joint Transportation Committee, as noted at the top of page 5 of the RFP. There are four JTC members, and other legislators and perhaps another individual or two may be asked to participate in meetings/conference calls. In essence, this will constitute the Policy Workgroup.

Question: RE the page limitation for the Technical Approach (bottom of page 8), does the 10-page limit apply solely to the Technical Approach section of the proposal?

Response: Yes, the page limitation applies only to the discussion/description of approach to addressing tasks 1-4, including schedules and deliverables. Outside the ten-page limit are resumes, other qualifications, management approach, related studies, the staff/hours/billing matrix, and other materials.

Question: We are reviewing the RFP for the Management Organization Study of the WSF and wanted some clarification: is the focus primarily on organizational structure and management staffing levels, or is it also a detailed staffing analysis of line staff and operations?

Response: This is primarily looking at responsibility of management staff. It does require some examination of staff activities and chain of command, but it is principally about decision making and accountability for achieving WSF performance goals.