



Area Agency on Aging and Independent Living
Area Development District
Metropolitan Planning Organization



Questions received for the SS4A RFQ.

Answers are in Blue

- Page 2 Section 2 lists 16 jurisdictions and the RFP talks about 16 plans. Is the expectation to really develop a plan for Jefferson County? Don't they have one already?

Yes, Louisville Metro Government (all of Jefferson County) is a key stakeholder in this regional SS4A Action Plan process and has provided a portion of the local match with the expectation that a unique plan will be developed separate from existing planning efforts in the county.

- Page 5, Task 1 mentions a client Steering Committee. Have members or at least who this group represents been set?

The makeup of the client steering committee has not yet been established. However, it can be expected that it will consist of KIPDA staff and key stakeholders.

- Page 5, Task 3 mentioned SMART goals of public outreach. With regard to an outreach plan, what if any activities or items could KIPDA be responsible for? Does the RFP envision or favor certain types of engagement (face to face, virtual, open house, etc.), over the others? Will meetings in each of the jurisdictions be necessary or can some of them be combined?

KIPDA staff's role in this process is expected to be limited to oversight to ensure that the final product meets the desired end goal. KIPDA envisions different types of engagement as required by the SS4A and USDOT guidance. However, KIPDA does not favor one type of engagement over another. KIPDA is expecting the consultant to develop creative solutions resulting in quality and meaningful public engagement. It is expected that efforts will be made for public and stakeholder outreach in each jurisdiction. However, it is up to the consultant to detail what they believe is the best course of action in terms of public and stakeholder.

- Overall, is there a master schedule or timeline for completion? If the responses are due on June 28, 2023, when can the selected consultant or team expect notice to proceed (NTP)?

While there is no master schedule at this time, we expect that the process will take approximately 12-18 months from the notice to proceed through final report completion. This will be well-defined in the contract between KIPDA and the consultant. We currently expect the notice to proceed to occur by the end of August.

11520 Commonwealth Drive
Louisville, KY 40299
www.kipda.org

Phone: 502.266.6084
Fax: 502.266.5074
TDD: 800.648.6056





Area Agency on Aging and Independent Living
Area Development District
Metropolitan Planning Organization



- Is a cover letter permitted and if permitted, would it be counted toward the page requirements?
Or would it be excluded from the page count?

Yes, a cover letter is permitted and no it will not count toward the page count.

11520 Commonwealth Drive
Louisville, KY 40299
www.kipda.org

Phone: 502.266.6084
Fax: 502.266.5074
TDD: 800.648.6056

