

**Washington State Joint Transportation Committee**  
**Nondrivers Study**  
**Responses to RFP questions**  
**May 13, 2022**

**Question 1:** Can the Washington State Legislature Joint Transportation Committee facilitate access to a list of addresses for residents with a WA State Identification Card? The intent would be to mail survey invitations to these residents with the expectation that those with a state ID card would be more likely to be non-drivers. In working with other states, we have found that a government agency needs to make or sponsor the request and that laws vary by state.

**Response:** Yes, a data share agreement to access this information could be set up with the Washington State Department of Licensing.

**Question 2:** The homeless population can make up about 3% of the population of Washington. Should they be a demographic group that we include?

**Response:** This is left to the discretion of the consultant and should be a detail addressed in the technical approach section of the proposal.

**Question 3:** Should we ask the survey participants about the transportation needs of minors in their household as well as for other household members? What if they are caregivers for someone outside of their household like a parent, should we ask about the transportation support they provide those they are caring for? What would help the caregivers?

**Response:** This is left to the discretion of the consultant and should be a detail addressed in the technical approach section of the proposal.

**Question 4:** How will the database be updated?

**Response:** There is no current plan or funding for the database to be updated.

**Question 5:** For the deliverables, do maps and tables count as part of their page limitations?

**Response:** This is an item that could be explored with the apparently successful consultant.

**Question 6:** On page 3 of the RFP under the title Conduct A Survey, the document says “to ensure a survey response from a statistically significant portion of the Washington state non-driver population.” In this context, what would define a statistically significant portion?

**Response:** The consultant should list parameters and methodology in the technical approach of the proposal for ensuring the survey is responded to by a statistically significant portion of the nondriver population in Washington State. Please note: the analysis for Task 4 must be at least at the county level, so it is expected nondriver respondents to the survey should come from all 39 counties in Washington State.

**Question 7:** Is there an option for focus groups to be held virtually?

**Response:** This is left to the discretion of the consultant, and the consultant should include any costs associated with each task in the cost approach section of the proposal.

**Question 8:** To help understand the Non-Driver population, we would merge together a number of available datasets. Would the current database of licensed drivers and/or vehicle registration be available to the vendor via the WA Dept. of Licensing or Dept of Motor Vehicles respectively?

**Response:** Yes, a data share agreement to access this information could be set up with the Washington State Department of Licensing.

**Question 9:** Thank you for providing the WI example to have an understanding of how they displayed the data. Would one of the deliverables be similar to this?

**Response:** This is left to the discretion of the consultant and could be a detail addressed in the technical approach section of the proposal.

**Question 10:** Per the RFP, Contractor shall provide or purchase industrial insurance coverage prior to performing work. What specific coverage types/amounts will the Contractor be required to provide?

**Response:** See the Industrial Insurance (Workers Compensation Insurance) requirements in Exhibit A (page 15). More information is available [here](#) and [here](#).

**Question 11:** Task 2 requests a statewide survey of non-drivers that will provide information on transportation preferences and options as well as demographics. The RFP requires a “statistically significant[sic]” sample of the non-driver population but does not require a representative sample. Therefore, we assume the survey is to have a convenience sample (rather than a random, stratified sample needed for representative results) of the population that is large enough to provide statistically valid results. If a representative sample is desired, will there be additional budget allocated to collect the required sample?

**Response:** A convenience sample that is large enough to provide statistically valid results is acceptable, and a “representative sample” is not required for this study. Please note: the analysis for Task 4 must be at least at the county level, so it is expected nondriver respondents to the survey should come from all 39 counties in Washington State.

**Question 12:** Is the 2023 (Jan or Feb) legislation session in person or virtual?

**Response:** For purposes of the proposal, please assume the potential 2023 session presentations would be in person.