

**Oshkosh EV Readiness Plan – RFP Questions and Answers**  
**Posted 5/19/2023**

**Q: Does ECWRPC have a contract Terms and Conditions template available or posted online somewhere for viewing?**

A: The draft contract template which outlines the terms has been uploaded as an addendum on the site. Actual terms of the contract are subject to approval by the consultant and the Commission.

**Q: Bidders are asked to operate as grant “subrecipients” under federal and state law. Can we be provided with the specifics of the governing grant(s) including date, agency, scope, etc. so we can review the specific terms of the grant?**

A: Our funding is through FHWA and WisDOT as the Metropolitan Planning (PL) dollars; this is funding received on an annual basis as part of our MPO programming. The draft contract template which outlines the terms has been uploaded as an addendum on the site.

**Q: What site designations, infrastructure budgets or design information has been provided to the Oshkosh MPO as part of the Wisconsin NEVI plan?**

A: Please refer to the Wisconsin Elective Vehicle Plan at <https://wisconsindot.gov/Documents/projects/WEVI-plan-final-22-0914.pdf> . No further guidance has been provided to the MPO.

**Q: Are project deliverables to be provided only in English?**

A: Yes, project deliverables are to only be in English. However, any outreach or engagement is encouraged to be provided in Spanish and/or Hmong.

**Q: Are contracting approaches other than time and materials with a fee cap allowed?**

A: Hours will need to be shown by each person for each deliverable and billing must occur for actual hours worked and expenses accrued. Itemized receipts for expenses will be required, and expenses must follow federal guidelines (GSA guidelines). Not to exceed rate is required as part of this contract.

**Q: Is there a requirement/expectation under your procurement guidelines or under the grant itself (e.g. Justice 40 compliance) to subcontract part of this funding to a disadvantaged entities? If so, what is the expectation and will you provide a list of approved and qualified vendors for us to consider?**

A: We do keep track of DBE vendors, we don't have a list of preferred vendors. Please refer to Attachment B: Bid Opportunity List (page 21 of pdf) in the RFP for guidance.