



Call for Project Partners - Questions and Answers

Updated February 11, 2019

Eligibility

- Can only local governments apply?
 - Yes. This Call for project partners is only open to local jurisdictions in Clark County.
- Are SNS opportunity sites good Livable Centers Study (LCS) candidate projects?
 - [SNS opportunity sites](#) are like mini-LCSs, they address many of the elements in an LCS scope. If an opportunity site is proposed for an LCS, the applicant would need to provide a well-developed explanation for what has changed in the area to warrant a new study or identify how the study area is different from the SNS opportunity site implementation strategy, and what additional elements would be included in the LCS. For example, the study area could be expanded, the area may benefit from additional stakeholder engagement efforts, or there could be new regulations, funding opportunities, or opportunity sites to consider.
- What type of public engagement is required?
 - Public engagement is critical. These aspirational plans are only as good as the support developed among stakeholders through the planning process. Stakeholders will help move forward the recommendation of the LCS for implementation.
- Can I submit more than one project?
 - Yes, jurisdictions may submit multiple project ideas

Project Types

- If the project study area includes two jurisdictions, can they apply together?
 - Certainly, that is a great opportunity for jurisdictions to collaborate. The Call for Project Partners indicates that a letter of support would need to come from all agencies with purview in the study area.

Process and Roles

- Can the Livable Centers Study planning process be used to educate stakeholders on the benefits of mixed-use, multi-modal activity centers?
 - To some degree, the stakeholder outreach efforts can help build champions, but it is helpful if the study area already has supporters for the live, work, play model of redevelopment.
- Are we required to provide progress reports to RTC?





Process and Roles (continued)

- Yes. The consultant team will prepare monthly progress reports to the local jurisdiction and RTC along with invoices. More frequent project status meetings between the consultant team and the local jurisdiction will also take place as a part of project management, and the RTC will need to be kept informed of project progress as well. This will be memorialized in the interlocal agreement, which may specify project status updates to the RTC every 1-2 weeks.
- What is the process of selecting the consultant team? Is the selected jurisdiction responsible for the RFP process?
 - Once a local jurisdiction and project is selected (April 11, 2019 award announcement), the RTC and local jurisdiction will work together to finalize a consultant scope to be included in an RFP. The local jurisdiction and the RTC (among others) will be represented on a selection committee to identify a selected consultant team. The RTC will manage the procurement process.
- What are the roles of the local jurisdiction and RTC in co-managing the project?
 - Project partners must designate a jurisdiction representative to serve as jurisdiction project manager who will:
 - Actively participate in and support the RTC-led consultant selection process, which includes the preparation of a scope and RFP, formation of an proposal evaluation committee, evaluation of proposals, and preparation of contract documents;
 - Participate in the development of a detailed project schedule, which clarifies planning process, roles and timelines;
 - Serve as the internal liaison to other agency departments;
 - Schedule and coordinate regular coordination calls with consultant and RTC;
 - Invite participation of key stakeholders and agencies and convene meetings;
 - Serve as the point of contact for the RTC, consultant team, and any stakeholder committees;
 - Respond to public or media inquiries in collaboration with RTC MPO and Government Affairs, Media and Marketing Department staff
 - Jointly review consultant invoices, which are approved by the RTC; and
 - Other tasks as determined through the interlocal agreement and contracting process.
- Public works and planning departments will work closely on the development of the Livable Centers Study, along with other departments based on needs of the study area. However, it's recommended that one specific staff member be assigned as a project manager for the jurisdiction (see Part II. C. of the Call for Project Partners)
- After project selection, the selected jurisdiction partner will be asked to sign an inter-local agreement with the RTC to memorialize the roles and responsibilities for the Livable Centers Study.





Funding

- Is there a funding requirement for local jurisdictions?
 - No, there is no local match requirement for local jurisdictions. The RTC provides \$250,000 for the study. The Livable Centers Study is made possible through transportation funding and transportation improvements are the primary focus of the plan, although the scope includes additional elements such as land use.
- Are leveraged funds taken into account in the selection process?
 - No, leveraged funds is not one of the criteria for selecting a project. The Call for Projects specifies the selection criteria.
- How do the Atlanta and Houston MPOs allocate funding for implementation projects? Do they use federal funds or population based funds, like Clark County?
 - The funds for implementation may come from various sources. In the Houston studies, there are management districts that allocate funding for projects, and some may be funding through the city's CIP. STP funds are also a source.
- Is the SNS Livable Centers Study program considered a grant?
 - No, this is not a grant. This is a [UPWP](#) funded planning study completed in partnership with a local jurisdiction.
- Will the selected jurisdiction be receiving and managing the funds? If so, how are the funds going to be awarded (at once, on a reimbursement basis)?
 - No, the local jurisdiction will not receive or manage funding. The local jurisdiction will submit consultant invoices to the RTC for payment. The RTC will handle all the consultant payments. The selected local jurisdiction will enter into an interlocal agreement to memorialize their role on the project (lead consultant team, handle public communications, approve invoices and submit them for payment by RTC, etc.)

