REQUEST FOR PROPOSALS

Regional Truck Route Study and Model Ordinance

DUE Monday, December 21, 2026, 5:00 P.M.

Mandatory* Proposer's Conference
Tuesday, December 1, 2026 at **1:30 PM**

Fresno Council of Governments
2035 Tulare Street, Suite 201
Fresno, CA 93721
(559) 233-4148

www.fresnocog.org

Issued: November 19, 2026

**A copy of the Teams recording may be viewed in lieu of live attendance*

1. Invitation and Purpose

Fresno Council of Governments (FCOG) invites proposals from qualified multidisciplinary transportation planning and engineering consultants to prepare a regional truck-route assessment and a model truck-route ordinance, with agency-specific route recommendations and implementation materials, for use by FCOG member agencies.

Fresno County Jurisdictions and Population (2020 Census)			
Fresno	542,675	**Parlier**	14,573
Fresno County	161,361	**Kingsburg**	12,424
Clovis	120,775	**Mendota**	12,588
Reedley	25,211	**Orange Cove**	9,743
Sanger	26,800	**Firebaugh**	8,137
Selma	24,767	**Fowler**	6,771
Kerman	16,031	**Huron**	6,416
Coalinga	17,700	**San Joaquin**	3,749

The project is intended to establish a common technical foundation while preserving each jurisdiction's authority to make local decisions and adopt its own ordinance or other required action.

The consultant will assess freight movements, identify suitable truck routes, evaluate effects on residences and other sensitive receptors, identify route gaps and constraints, engage affected agencies and stakeholders, and prepare a model ordinance and implementation toolkit. The project should distinguish statutory requirements from recommended practices. The RFP uses January 1, 2028 and January 1, 2030 as planning milestones; the consultant shall verify each jurisdiction's statutory applicability, deadline and required action, subject to review by agency counsel.

2. Background and Planning Context

2.1 State requirements and agency-specific applicability

Assembly Bill 98 (2024), as amended by Senate Bill 415 (2025), establishes truck-route planning and ordinance requirements in California Government Code section 65098.2.8 for jurisdictions covered by the statute. Requirements may include designated freight routes, prioritization of appropriate highways and arterial roads, measures to limit truck exposure near residences and sensitive receptors, signage and implementation procedures. Deadlines and requirements vary by jurisdiction. The consultant shall analyze applicability and deadlines for each participating agency; agency counsel will confirm legal conclusions.

2.2 Regional planning studies and background information

- City of Fresno / San Joaquin Valley Air Pollution Control District, South Central Fresno AB 617 Community Truck Reroute Study (final plan, July 2024), prepared by Arcadis with Katherine Padilla & Associates: existing conditions, freight and community context, public engagement, best practices, safety/geometric

improvements, emissions/noise and infrastructure capacity considerations, compliance/ enforcement, rerouting strategies, proposed truck-route map, implementation, funding and prioritization. https://www.fresno.gov/publicworks/south-central-truck-re-route-study/

- Fresno COG 2026 Regional Transportation Plan / Sustainable Communities Strategies (RTP/SCS)
- Valley Transport Resiliency Advancement for Neighborhoods Sustainable Freight Movement Study (V-TRANSFRM, In progress)
- Caltrans SR 99 Comprehensive Multimodal Corridor Plan (CMCP) https://dot.ca.gov/caltrans-near-me/district-6/district-6-projects/central-valley-99
- Fresno County and FCOG/member-agency planning documents, including General Plans, circulation elements, existing truck-route maps and ordinances, freight and goods-movement plans, regional transportation plans, safety plans, specific plans, planned projects, and relevant air-quality/community plans.

The consultant shall review prior studies and available data, identify information that can be reused, and avoid duplicating completed work unless updates are needed for statutory compliance or regional consistency.

The City of Fresno's South Central Fresno Community Truck Reroute Study and related 2024 proposed truck-route ordinance and maps were not adopted when proposed to the City Council and may need further changes prior to adoption. The consultant shall review the existing 2005 designated truck-route map alongside the proposed 2024 map, identify routes proposed for addition or removal, and determine how the study's recommendations and unadopted proposals relate to the regional network.

FCOG will provide the selected consultant access to its Replica mobility data subscription at no cost for the project duration, subject to FCOG's access terms. Proposers shall explain how they would use Replica where relevant and shall not include a separate subscription or license fee.

The County of Fresno does not have existing truck-route regulations. Some of the cities have some regulations in place, though they vary in terms of implementation date, and their level of compliance with AB98/SB415 is for the consultant to determine.

3. Project Objectives

- Develop a consistent regional understanding of existing and forecast truck movements, freight generators, designated routes and route gaps across participating FCOG member agencies.
- Prepare an evidence-based, legally reviewed model truck-route ordinance and implementation toolkit that agencies can tailor to local conditions.
- Develop jurisdiction-specific route recommendations and maps, clearly distinguishing regional corridors, local access links, routes requiring further engineering review, and routes that should not be designated without improvements.
- Prioritize highways and suitable arterial/major thoroughfare corridors and minimize truck exposure to residences, schools, childcare facilities, parks, playgrounds, hospitals, nursing homes and other sensitive receptors, consistent with applicable law.
- Maintain safe and reliable goods movement, including agricultural, industrial, commercial, emergency, local delivery and access needs, while addressing safety, pavement/bridge capacity, turning geometry, air quality, noise, active transportation and community concerns.

- Identify signage, parking/idling-location, enforcement, GIS publishing, monitoring, funding and implementation needs, with a realistic path for each agency to meet its applicable deadline.
- Use a transparent, repeatable prioritization method that member agencies can update as freight patterns, land use and infrastructure change.

4. Participating Agencies and Regional Coverage

The project covers the unincorporated County of Fresno and all 15 incorporated cities in Fresno County. All jurisdictions shall be included in the regional existing-conditions inventory and connected network assessment, regardless of whether they are ultimately determined to have a statutory ordinance requirement. FCOG will manage the contract; member agencies will provide data, technical input and agency-specific review. Each agency will retain authority over its local decisions and any ordinance adoption.

Evaluate routes as connected networks, including city/county boundary connections, State highways and links to the regional freight network. Coordinate with Caltrans, CHP, member agencies, freight operators and other relevant partners as needed.

The work should be organize the work into two phases: Phase 1 includes the City of Fresno and County of Fresno, with an ordinance adoption milestone of January 1, 2028. Phase 2 supports other jurisdictions for which the consultant determines that statutory requirements apply, with an ordinance adoption milestone of January 1, 2030, as applicable. Currently, the City of Clovis does not have logistics facilities; the consultant shall include Clovis in the regional route inventory and network analysis, verify the relevant facility facts and statutory applicability, and document any applicable exemption or future trigger. The consultant shall verify each agency's need for compliance with AB98/SB415, any exemptions, deadlines and required actions, flag questions for agency counsel, and prepare a schedule that allows time for local review and adoption.

5. Scope of Work

The base scope is limited to work reasonably necessary to assess statutory applicability, evaluate the regional truck-route network and prepare a common model ordinance with agency-specific materials. Separate statutory requirements from optional recommendations. Use existing studies, agency data and FCOG-provided Replica access before proposing new data collection. Any optional tasks should be priced separately.

Task 1 — Project Management, Work Plan and Legal Applicability

- Hold a kickoff meeting with FCOG and member-agency representatives and confirm project roles, review procedures and decision-making.
- Prepare a concise work plan and schedule, agency responsibility matrix, data request, risk/decision log and quality-control procedures.
- Prepare an applicability matrix for each jurisdiction identifying relevant AB 98/SB 415 provisions, potential exemptions, deadline, required action, assumptions and questions for agency counsel.
- Prepare a critical-path schedule for each phase, showing agency decisions, review periods, ordinance preparation and adoption milestones.
- Hold monthly project-management meetings with FCOG and regular technical working group meetings as needed. Provide brief monthly reports on progress, budget, risks, decisions and upcoming actions.

Deliverables: kickoff materials; work plan and schedule; responsibility matrix and data request; jurisdictional applicability matrix; monthly progress reports.

Task 2.A – Existing Logistics Facilities, Truck Routes, and Regulatory Inventory

Review logistics facilities, existing truck-route ordinances and maps, relevant code provisions, weight limits, signage, exemptions and enforcement practices in all 15 cities and the unincorporated County area.

Prepare a jurisdictional inventory of facilities that may meet the applicable statutory definition, including:

Facility status (existing, approved, under construction or proposed), address, jurisdiction, size and primary use.

Available information on freight activity and the basis for determining whether the facility meets the statutory definition.

Preliminary statutory applicability or potential exemption for each jurisdiction, with unresolved issues flagged for agency counsel.

The regulatory review shall:

- Identify jurisdictions with and without truck-route ordinances or designated routes.
- Summarize differences in truck definitions, weight limits, route restrictions, delivery exceptions, signage and enforcement.
- Prepare a comparison matrix for each jurisdiction's existing ordinance and related code provisions. Include, where applicable, gross vehicle weight or other vehicle classifications, route designation methods, prohibited streets, local delivery and loading/unloading exceptions, agricultural and industrial access, signage, enforcement authority and penalties, and the process for changing route designations. Distinguish existing local truck restrictions from the separate statutory freight-route requirements under AB 98/SB 415.
- Compare existing local provisions with applicable state requirements.
- Identify cross-border inconsistencies or gaps that could affect regional truck movement.
- Identify where a new ordinance, amendment or other action may be needed, subject to agency counsel review.
- Deliverable: jurisdiction-by-jurisdiction facility and regulatory inventory, including findings, data sources and recommended next steps.

Task 2B— Existing Conditions, Freight Network and Data Inventory

- Compile available GIS information on truck routes and restrictions, STAA routes, State highways, road classifications, jurisdictional boundaries, freight generators, industrial/agricultural areas, relevant rail/intermodal connections and planned logistics development.
- Compile available truck volumes and classifications, Replica trip patterns, collision history, roadway geometry, known bridge/pavement or weight/height constraints, congestion, active transportation facilities and reported truck concerns. Identify unavailable or unreliable data rather than assuming it exists.
- Map residential areas and relevant sensitive receptors using available public data, including schools, childcare facilities, parks, hospitals, nursing homes and communities identified by statute or agency policy.

- Review relevant general plans, specific plans, land-use forecasts, planned infrastructure and agricultural access needs. Identify material data gaps. New counts, surveys, field observations or other data collection are optional and require separate pricing and written FCOG authorization.
- Document data sources, dates, coverage, assumptions and limitations. Use existing agency data and FCOG-provided Replica access first. Propose supplemental data collection only when needed to resolve a material statutory, safety or route-feasibility question that available data cannot answer; identify its purpose, quantity, deliverable and cost as an optional service.
- Explain how Replica data will be used to characterize truck activity, including available distinctions among heavy-duty and medium-duty vehicles, through-trips and local deliveries, and origins/destinations. Identify known coverage and sampling limitations, including potential underrepresentation of agricultural trucks, smaller fleets and specialized local freight. Supplement Replica with available agency, Caltrans, freight-operator and other reliable data where appropriate.

Deliverables: concise existing-conditions memorandum; regional GIS layers and maps; freight-generator and sensitive-receptor maps; data-gap summary and separately priced options, if warranted.

The existing-conditions analysis shall also include an inventory and comparison of local truck-route ordinances and restrictions, including truck definitions and weight thresholds, designated and prohibited routes, local delivery and loading/unloading exceptions, agricultural and industrial access, signage, enforcement authority and procedures for amending route designations.

Task 3 — Regional Route Assessment and Alternatives

- Develop a practical route-screening framework that separates statutory criteria from additional planning considerations and reflects applicable Caltrans/CHP requirements and roadway conditions.
- Evaluate existing routes and reasonable alternatives using available information on network connectivity, freight access, highway/arterial priority, truck activity, safety, sensitive-receptor exposure, roadway constraints, turning geometry, congestion, school/active-transportation conflicts, agricultural and business access, enforcement and cost.
- Develop and document a transparent route-alternatives evaluation matrix. At a minimum, consider freight connectivity and efficiency, truck volumes and classifications, safety and collision history, sensitive-receptor exposure, air quality and noise where data are available, agricultural and industrial access, roadway geometry and capacity, active transportation conflicts, implementation costs and jurisdictional input. Explain the criteria, measures, weighting (if used), assumptions and trade-offs; distinguish statutory criteria from additional planning considerations.
- Route alternatives can be briefly tested using the Fresno COG's travel demand model, Activity Based Model (ABM), assisted by COG staff.
- Identify network gaps, constrained segments, opportunities to reduce truck traffic on neighborhood streets, and locations where local roads may be needed for final access. Explain any recommendation to use a collector or local road.
- Review key corridors at a planning level. Identify locations that require additional engineering, swept-path analysis, bridge/pavement review, traffic counts or Caltrans coordination before designation.
- Identify roadway constraints that could affect safe truck operations, including pavement condition and load limits, bridge restrictions, turning radii, intersection geometry, vertical clearance, traffic-control features and locations where trucks conflict with bicyclists or pedestrians. Classify recommended routes as (1) suitable for

designation based on available information; (2) potentially suitable following minor or operational improvements; (3) requiring substantial capital improvements or further engineering; or (4) not recommended for designation based on identified constraints or impacts.

- Compare feasible regional and jurisdictional route options, documenting key trade-offs, access effects, affected communities and known improvement needs.
- Identify priority route changes and supporting improvements, with planning-level cost ranges, likely implementing agency and potential funding sources where information is available.
- Address truck parking or idling only to the extent required by applicable law or directly relevant to route implementation; identify gaps without undertaking a separate facility siting study.

Deliverables: route-screening criteria; regional route maps; concise jurisdictional recommendation sheets; route-gap/constraint map; prioritized improvement list with planning-level costs where feasible.

Prepare one regional truck-route network map and GIS database covering all 15 incorporated cities and unincorporated Fresno County. Show existing and recommended routes, jurisdictional boundaries, route classifications and restrictions, freight generators, sensitive receptors, known constraints and connections to the State highway system. Identify route gaps, discontinuities and inconsistent designations at jurisdictional boundaries. Provide jurisdiction-specific route recommendation sheets and identify the agency responsible for each recommended action or improvement.

Task 4 — Community and Stakeholder Engagement

- Identify key groups for proportionate engagement, including member agencies, freight and agricultural interests, businesses, affected residents, community organizations, schools, public-health/environmental groups, disability and active-transportation advocates, tribes where applicable, law enforcement and Caltrans.
- Engagement shall include outreach, as appropriate to the project issues, to freight and logistics operators, trucking companies, agricultural producers and shippers, distribution and industrial businesses, chambers of commerce, local delivery interests and other private-sector freight stakeholders. The consultant shall identify a practical approach to engaging businesses and operators that may not routinely participate in public planning processes.
- Use the FCOG technical working group and existing agency meetings or advisory groups where practical. Avoid duplicating outreach already completed for related plans or studies.
- The base scope includes up to three regional engagement milestones: (1) existing conditions and issues; (2) route options and evaluation criteria; and (3) draft recommendations and model ordinance. Propose a cost-conscious mix of existing meetings, virtual meetings and targeted interviews. Price additional meetings, surveys, expanded outreach and translation/interpretation beyond applicable requirements as optional services.
- In addition to the three regional engagement milestones, proposers shall identify and price a defined allowance for technical working group meetings, member-agency coordination meetings and presentations to FCOG committees. The proposal shall state the number, format and assumed duration of meetings included in the base fee, and separately price additional meetings. FCOG will identify the committees and meeting schedule.
- Provide accessible materials and any translation or interpretation required by applicable law. Summarize input and explain how it affected recommendations.

- Include targeted outreach where available information indicates that truck exposure or proposed route changes may disproportionately affect a community.

Deliverables: engagement plan; materials and summaries for the included milestones; comment log and response summary; public-facing maps/summary; documented engagement findings.

Task 5 — Model Ordinance and Agency Implementation Toolkit

- Prepare one annotated model ordinance with local options. Address definitions, findings, designated routes and map exhibits, local access exceptions, route changes, signage, enforcement, public route-map access and administrative responsibilities, including other provisions required by applicable law.
- The model ordinance shall address, as applicable, truck and logistics-related definitions; findings and purpose; designated routes and map exhibits; applicable vehicle classifications and restrictions; local delivery, loading/unloading, agricultural, business and emergency-access exceptions; signage; truck parking and idling-location provisions required by law; enforcement authority and penalties; public access to route maps and GIS information; administrative responsibility for maintaining route designations; public participation; and procedures for future route amendments. Clearly identify statutory requirements, optional local policy choices and provisions requiring agency-counsel review.
- Provide a compliance matrix linking each applicable statutory requirement to the model ordinance or an implementation action. Flag provisions requiring agency-counsel review; the consultant's work is not a legal opinion.
- The compliance matrix shall separately identify requirements related to route designation, signage, GIS publication, public participation and other applicable implementation measures, and identify the corresponding ordinance section, map exhibit or administrative action.
- Prepare agency-specific adaptation sheets or amendment packages for jurisdictions with applicable requirements. Identify local choices, map exhibits, code changes, findings and adoption steps; use a common template to limit duplication.
- Provide a common map legend and GIS schema showing route status, applicable truck class/restriction, jurisdiction, source/date and known constraints.
- Provide a consistent regional GIS schema and metadata standards that allow each agency to publish and maintain its own route information while supporting a countywide regional map. Include route status (existing, recommended, proposed or requiring improvement), applicable vehicle class or restriction, jurisdiction, source and date, and known operational or infrastructure constraints.
- Provide concise implementation guidance for signage, enforcement coordination, route-map publication, development review, complaint intake and periodic updates.
- Provide a high-level CEQA screening discussion and identify issues for agency counsel and the responsible agency. CEQA document preparation, supporting technical studies and agency-specific processing are excluded from the base scope and may be proposed as optional services. Do not assume or guarantee a CEQA exemption or outcome.

Deliverables: annotated and clean model ordinance; statutory compliance matrix; agency adaptation materials; common map/GIS schema; concise implementation guide.

Task 6 — Agency Review, Adoption Support and Final Package

- Present draft regional findings and the model ordinance to the technical working group and FCOG committees identified by FCOG.
- Obtain consolidated agency comments through the agreed review process and revise route recommendations and ordinance materials. Provide agency-specific adoption support in each phase for jurisdictions with applicable requirements.
- Provide reusable staff-report, presentation, hearing-exhibit and resolution templates. Include the meeting/hearing allowance stated in the fee proposal; identify any additional adoption support as an optional service.
- For each recommended route change or supporting infrastructure improvement, identify the likely implementing agency, necessary interagency coordination, anticipated decision or approval steps, and whether further engineering, environmental review or funding is needed. Adoption materials shall be adaptable for city councils and the County Board of Supervisors.
- Prepare one implementation roadmap showing agency decisions, review/adoption milestones and implementation steps for both phases. Before Phase 2, conduct a focused update of material changes in data, routes, local conditions or applicable requirements.
- Deliver accessible PDFs, editable Microsoft Office files and interoperable GIS data formats approved by FCOG, with metadata and source documentation.

Deliverables: draft and final regional report; model ordinance toolkit; phased agency materials; adoption templates; final GIS data; implementation roadmap; presentations and comment-response summary.

6. Required Deliverables and Acceptance

Deliverable	Minimum contents	Target timing from NTP
1. Kickoff/work plan	Schedule, roles, data request, risk register, QA/QC, engagement outline	Within 2 weeks
2. Legal applicability matrix	Jurisdiction-by-jurisdiction deadlines and requirements; counsel review flags	Within 4 weeks
3. Existing conditions/data inventory	Regional GIS inventory, freight and receptor maps, ordinance comparison matrix, data sources/limitations and data gaps	Within 8 weeks
4. Route evaluation framework	Criteria, scoring, alternatives process and legal-vs-policy criteria	Within 10 weeks
5. Preliminary routes and alternatives	Regional route options, boundary connections, constraints, evaluation matrix and preliminary agency sheets	Within 14 weeks

6. Draft model ordinance/toolkit	Annotated and clean model ordinance, compliance matrix, map schema	Within 18 weeks
7. Draft regional report	Analysis, engagement results, recommended routes, costs and implementation	Within 22 weeks
8. Regional package and phased agency packages	Final report, regional maps/GIS, model ordinance toolkit, agency-specific materials and implementation roadmap	Regional package: July–August 2027; agency packages and adoption support per Section 7

FCOG will provide consolidated comments, generally within 10 business days, subject to member-agency availability. Proposers shall include review periods in the schedule. Deliverables require FCOG's written acceptance. Include two consolidated revision cycles for major technical deliverables and the model ordinance.

7. Schedule and Procurement Milestones

The schedule below is anticipated and may be revised by addendum. Proposals shall include a detailed schedule based on a mid-February 2027 notice to proceed.

Milestone	Target date
RFP issued	November 19, 2026
Proposers Conference (Mandatory to attend OR to view recording)	December 1, 2026
Deadline for written questions	December 8, 2026
FCOG responses/addendum issued	December 10, 2026
Proposals due	**December 21, 2027, 5:00 p.m. PST**
Administrative screening and distribution to review committee	Late December 2027
Review committee meeting and ranking	Early-January 2027
Interviews, if needed	Week of January 11, 2027
Notice of intent to select / fee negotiations	Week of January 18, 2027
Contract approval and execution	Late January - Early February 2027
Kickoff / notice to proceed	Mid-February 2027
Applicability matrix and early route-screening	March–April 2027
Draft route recommendations and model ordinance	May–August 2027

Phase 1 City of Fresno/County of Fresno ordinance updates and adoption support	September–December 2027; complete ordinance updates by January 1, 2028
Phase 2 remaining-city readiness review, ordinance updates and adoption support	2028–2029; complete applicable ordinance updates by January 1, 2030

8. Proposal Requirements and Format

Proposals should be concise and organized using the headings below.

A. Transmittal Letter and Authorization to Negotiate

The letter must be signed by an authorized representative, remain valid for 90 days after the proposal deadline, and identify the individuals authorized to negotiate and bind the firm. Include a brief statement confirming understanding of the project, phased deadlines and multi-jurisdictional approach.

B. Table of Contents

Provide section headings and page numbers.

C. Overview

Summarize the project purpose, key challenges, team structure and proposed approach.

D. Detailed Work Plan

Provide a schedule showing tasks, deliverables, dependencies, FCOG/member-agency review periods and a critical path for each phase. Include the Phase 2 update and adoption support.

This section should include the following components:

1. Task Description

Describe the methods, assumptions, agency inputs and deliverables for each task. Explain how prior studies and existing data will be used, how route options will be evaluated, and how statutory requirements will be addressed. Identify exclusions and optional services.

Explain the proposed regional network analysis, jurisdictional ordinance inventory, use and limitations of Replica and other freight data, route evaluation criteria, treatment of agricultural and local-delivery freight, review of the City of Fresno's proposed 2024 route materials, and approach to coordination with the County and all member agencies. Identify the number of meetings included, assumptions regarding agency participation, and all optional data collection or engineering services.

2. Deliverables

Identify the format, content and level of detail for each deliverable.

E. Management Approach

Identify the project manager and describe the team structure and division of work. The project manager may not be replaced without FCOG’s prior written approval.

List key staff, roles, qualifications and estimated hours by task. Include resumes in an appendix. Key staff substitutions require FCOG’s prior written approval.

Provide an organizational chart. Identify the ordinance/legal, freight planning, roadway engineering, GIS and engagement leads; describe subconsultant roles; and explain quality control, risk management and how conflicting agency input will be addressed.

F. Budget and Billing Format

Submit a separate fee proposal showing labor categories, staff hours and rates, direct and subconsultant costs, task totals, and a not-to-exceed total for the base scope. Show Phase 1 and Phase 2 costs separately. Price optional services separately and do not include them in the base-scope total.

Costs may be subject to pre-audit or post-audit by FCOG or Caltrans. Costs must comply with applicable federal cost principles, including 48 CFR Part 31, 2 CFR Part 200 and 2 CFR Part 1201, as applicable. The consultant and subconsultants shall maintain adequate accounting records and supporting documentation for the period required by the contract and applicable law.

1. Method of Payment

Identify the proposed payment method and explain the basis of the fee proposal.

- Lump Sum payment
- Actual Cost plus Fixed Fee
- Specific Rates of Compensation

For lump-sum contracts, payments will be tied to accepted milestones. For cost-reimbursement or specific-rate contracts, invoices and rates will follow the executed agreement.

2. Project Budget

Proposers shall submit their best-value fee for the defined base scope, as well as fees for any optional tasks.

3. Task Budget

Provide a task-level cost schedule that reconciles to the total fee and shows staff hours and billing rates.

4. Budget and Cost Breakdown

Break down the fee by direct labor, overhead, direct expenses, subconsultants and fixed fee, as applicable. Provide the same level of detail for subconsultants.

Provide staff billing rates and hours by task. Rates should include salary and benefits or clearly show how those costs are treated. FCOG may request supporting documentation.

Identify overhead rates, the calculation basis and supporting documentation upon request.

Itemize project-specific direct costs separately from overhead. Travel and per diem shall follow typical limits for federal and state funding.

Subconsultant costs must include labor hours, rates and applicable indirect costs and fees.

Identify any fixed fee and its calculation. Any applicable fee limitation will be addressed during contract negotiations.

Price optional services separately, with assumptions, quantities, deliverables and not-to-exceed amounts. Examples include but are not limited to new traffic counts, detailed swept-path analysis,

bridge/pavement engineering, air-quality or health studies, CEQA documents, expanded outreach and additional adoption support.

Provide all work products in editable, reusable formats. Identify third-party data or license restrictions and obtain permissions needed for FCOG's intended use.

Do not begin work until the contract is executed and FCOG issues a written notice to proceed.

The fee proposal must include sufficient detail to evaluate staffing, assumptions and cost by task.

G. Insurance Requirements

The consultant shall maintain the insurance coverage below throughout the contract term, at its own expense:

Commercial general liability insurance with limits of at least $2,000,000 per occurrence for bodily injury, personal injury and property damage. Fresno COG, its officers, agents and employees shall be named as additional insureds for operations under the contract. Coverage shall be primary and noncontributory.

Commercial automobile liability insurance with bodily injury limits of at least $25,000 per person and $250,000 per accident, and property-damage coverage of at least $50,000, or a combined single limit of at least $250,000.

Professional liability insurance with limits of at least $1,000,000.

Workers' compensation insurance as required by law.

Provide certificates and endorsements before work begins. Policies shall provide at least 30 days' advance written notice of cancellation or material change where available. The consultant shall be responsible for premiums and shall maintain required coverage throughout the contract.

Failure to maintain required insurance may result in suspension or termination of the contract.

H. Disadvantaged Business Enterprise (DBE) Certification

DBE Bidders Listing (Attachment B) must be completed for all contractors and subcontractors regardless of DBE affiliation.

The Fresno COG fully anticipates that it will consistently meet and exceed its adopted DBE overall goal under 49 CFR Part 26 using Race-neutral measures exclusively.

Only DBE firms currently certified per 49 CFR Part 26 will participate as DBEs in our program. Such certification must be issued by Caltrans, FHWA, FTA, DOT, MPO, City, County, or State in accordance with 49 CFR Part 26. All contractors or subcontractors claiming to be a certified DBE must provide a valid DBE certification.

Fresno COG will not deny award to contractors on the basis of DBE participation, who demonstrate that they have used good faith efforts to achieve DBE participation.
Contractors must provide the following information with the initial proposal or before entering into a contractual agreement with Fresno COG:

1. The name and addresses, of all bidding firms.

2. NAICS code of work performed.

3. The dollar amount of participation by each firm by NAICS code.

4. Proof of DBE certification if claimed.

5. Written confirmation named DBE's will participate.

6. In lieu of DBE participation, evidence of good faith efforts may be required.

Prime contractors are required to maintain records and document payments to all subcontractors for three years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative on Fresno COG, Caltrans, FHWA, FTA or DOT. This reporting requirement also extends to any certified DBE subcontractor. The contractor shall maintain records showing the name and address of each subcontractor, the date of payment, and total dollar figure paid to each subcontractor.

Fresno COG will safeguard from disclosure to third parties information that may reasonably be regarded as confidential business information, consistent with federal, state, or local laws.

I. Conflicts of Interest

Disclose actual or potential conflicts of interest, including financial or business relationships that could affect the work or selection.

J. Summary of Qualifications

Summarize relevant experience in truck-route/STAA planning, freight planning, ordinance development, public engagement and work with California cities, counties, MPOs or RTPAs. Provide at least three references. Include resumes as required in Section 8.E.

K. Attachments

Include the required attachments listed below.

- Attachment A: Title VI Assurance
- Attachment B: Budget and Cost Breakdown

L. Signing of Proposal/Authorization to Negotiate

The proposal shall be signed by an official authorized to bind the proposer and shall contain a statement to the effect that the proposal is a firm offer for a 90-day period. The proposal shall also provide the following: name, title, address, and telephone number of individuals with authority to negotiate and contractually bind the company.

9. Proposal Submittal

A. Preparation of Proposal

Prepare the proposal in the format required by Section 8. All proposal preparation costs are the proposer's responsibility.

B. Examination of RFP Document

Review the RFP and all addenda carefully. The proposer is responsible for understanding the conditions that may affect its proposal or performance.

C. Submission of Proposal/Period of Acceptance

Submit proposals by email no later than 5:00 p.m. PST on January 15, 2027. Late proposals will not be considered.

Use the subject line "Proposal – Regional Truck Route Study and Model Ordinance" and include the RFP number. Submit the technical proposal and fee proposal as separate files.

Erin Haagenson

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Fresno Council of Governments

2035 Tulare Street, Suite 201

Fresno, CA 93721

All proposals become FCOG records and are subject to applicable disclosure requirements.

D. Modification or Withdrawal of Proposals

A proposal may be withdrawn or modified by written request before the submission deadline. A modified proposal must be received by the deadline. Only written modifications submitted to FCOG before the deadline will be considered.

E. Rejection of Proposals

FCOG may reject proposals that are late, incomplete, conditional or nonresponsive. FCOG may waive immaterial irregularities when permitted by applicable procurement rules.

F. Attachments

Attachments to be included at the end of the proposal are as follows (as attached herein):

- Attachment A: Title VI Assurance
- Attachment B: DBE Participation
- Attachment C: Budget and Cost Breakdown

10. Consultant Selection

A selection committee will review proposals and may invite firms to interview. FCOG may make a selection without interviews.

FCOG intends to select the proposal offering the best overall value based on qualifications, technical approach, ability to deliver usable materials, schedule and cost.

Criterion	Weight
Relevant experience with truck-route/STAA planning, freight networks and ordinance implementation	25%
Technical approach, data strategy and quality of proposed route assessment	25%
Understanding of AB 98/SB 415, jurisdictional variation and legal-review process	15%
Project team, key staff and subconsultant qualifications	10%
Public engagement and environmental justice/community impact approach	10%
Schedule, critical path and capacity to meet early deadlines	10%
Cost reasonableness and clarity of fee proposal	5%
Total	100%

The anticipated process is administrative screening, independent committee scoring, committee discussion and ranking, interviews if needed, reference checks and fee negotiations with the highest-ranked firm. If negotiations fail, FCOG may proceed to the next-ranked firm, consistent with procurement requirements.

FCOG may request clarifications, work samples or schedule revisions.

The FCOG Policy Board will make the final contract award. No contract is effective until approved and executed by FCOG.

11. Proposer Objections

A proposer may submit a written objection to an RFP provision no later than seven days before proposals are due. An objection to the selection must be submitted within three working days after notice of award or non-selection, whichever is later.

- No later than seven days prior to the date proposals are due, for objections to RFP provisions; or
- Within three working days after the date on which contract award is authorized or the date the proposer is notified that it was not selected, whichever is later, for objections to proposer selection.

If a proposer objects to any scope or contract term, it must identify the specific provision and proposed resolution in its proposal. Otherwise, FCOG will assume the proposer accepts the RFP requirements.

12. Fresno COG Rights

FCOG may verify proposer qualifications and request additional information about its ability to perform the work.

FCOG reserves the right to:

1. Reject any or all of the proposals if it deems such action is in the public interest;
2. Issue subsequent Requests for Proposals;
3. Cancel the entire Request for Proposal;
4. Remedy technical errors in the Request for Proposals process;
5. Appoint an evaluation committee to review the proposals;
6. Seek the assistance of outside technical experts in proposal evaluation;
7. Approve or disapprove the use of particular subcontractors;
8. Establish a short list of proposers eligible for interviews after review of written proposals;
9. Negotiate with some, all, or none of the respondents to the RFP;
10. Solicit best and final offers from all or some of the proposers;
11. Award a contract to one or more proposers;
12. Accept an offer other than the lowest price offer; and
13. Waive informalities and irregularities in proposals and the bid process.

This RFP does not obligate FCOG to award a contract or reimburse proposal-preparation costs. Proposals are subject to disclosure under the California Public Records Act.

13. Proposer's Conference/RFP Questions

A mandatory* proposer's conference will be held via Teams:

Tuesday, December 1, 2026 at 1:30 PM

Join: https://teams.microsoft.com/meet/2510561419757608?p=WKBgZDjRqmpBfDlQ6f

Meeting ID: 251 056 141 975 760 8

Passcode: 83sK6uY2

*If you are unable to attend, but are interested in proposing, please reach out and a copy of the recording will be made available, which will count towards attendance.

Submit questions in writing by 5:00 p.m. PST on Tuesday, December 8, 2026, to

Erin Haagenson

ehaagenson@fresnocog.org

Fresno Council of Governments

2035 Tulare Street, Suite 201

Fresno, CA 93721

FCOG anticipates issuing responses by addendum on December 10, 2026. Proposers shall direct all procurement communications to the designated FCOG contact and shall not contact board members or member-agency officials about this procurement unless authorized. All questions and answers will be posted on the Fresno COG website at: https://www.fresnocog.org/business-fresno-cog/.

Attachment A

Title VI Assurance

The Council of Fresno County Governments, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-4 and Title 49, Code of Federal Regulations, department of Transportation, Subtitle A, Office of the Secretary, Part 21 Nondiscrimination in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority businesses enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or nation origin in consideration of an award.

Exhibit B - Required Information for DBE

The proposer must fill out one form for the Prime Contractor and one form for each sub-contractor, regardless of DBE status.

The purpose of this from is strictly for compliance with 49 CFR Part 26

No information on this form is material to determine a bidder's / subcontractors responsiveness.

Prime Contractor Consultant Name	DBE/ Non-DBE	DBE Cert No.	Applicable NAICS Codes for Scope of Work	Firm's Annual Gross Receipts
	☐ DBE			☐ < $1 million
Address				☐ $1- $3 million
	☐ Non/DBE			☐ $3 - $6 million
				☐ $6 - 10 million
				☐ > $10 million
City / State / Zip Code				Year Firm Established
Contact:				

Exhibit B - Required Information for DBE

The proposer must fill out one form for the Prime Contractor and one form for each sub-contractor, regardless of DBE status.

The purpose of this from is strictly for compliance with 49 CFR Part 26

No information on this form is material to determine a bidder's / subcontractors responsiveness.

Sub-Contractor Consultant Name	DBE/ Non-DBE	DBE Cert No.	Applicable NAICS Codes for Scope of Work	Firm's Annual Gross Receipts
	☐ DBE			☐ < $1 million
Address	☐ Non/DBE			☐ $1- $3 million
				☐ $3 - $6 million
				☐ $6 - 10 million
				☐ > $10 million
City / State / Zip Code				Year Firm Established
Contact:				

Exhibit B - Required Information for DBE

The proposer must list the budget for the prime and each sub by NAICS code Account for total budget

Consultant Name	Check For DBE Status	NAICS Code	Budget By NAICS Code

Attachment C

BUDGET AND COST SCHEDULE TEMPLATE

	(Name) *(Role)*		*(Name)* *(Role)*		*(Name)* *(Role)*			
TASKS	*(Hourly Billing Rate)*		*(Hourly Billing Rate)*		*(Hourly Billing Rate)*		**Total Task Hours**	**Total Task Cost**
Task	**Hours**	**Cost**	**Hours**	**Cost**	**Hours**	**Cost**		
Tasks Subtotal								

DIRECT COSTS

Direct Cost		**Amount**
Direct Costs Subtotal		

SUBCONSULTANTS

Subconsultants		**Total Cost**
Subconsultants Subtotal		

PROPOSAL GRAND TOTAL		

HYPOTHETICAL COST ESTIMATE

The hypothetical cost format example given below is to illustrate required components of the cost proposal only, and may have to be tailored to fit individual cost structures.

Table 1.- Direct cost by Task

Cost Items	Task 1	Task 2	Task 3	Total
1. Direct Labor	3,700	17,053	5,502	26,255
2. Overhead (__% of Line 1)	1,480	6,821	2,201	10,502
Total Salary Burden	5,180	23,874	7,703	36,757
3. Direct Expenses				
Telephone/FAX	35	28	15	78
Postage/Shipping	12	8	35	55
Graphics/Printing	11	11	75	97
Travel	350		500	850
Misc.	45	45	45	135
Total Direct Expenses	453	92	670	1,215
4. Subconsultant Fees *	4,244	22,276	2,726	29,246
5. Fixed Fee (__% of Lines 1,2,3)	764	1,524	1,132	3,420
Total	10,640	47,766	12,231	70,638
				70,638

Table 2 - Project Task Costs by Key Personnel

Task No. and Description	Key Staff #1	Key Staff #2	Staff Support	Total Hours
Task 1. Establish Parameters	25	75		100
Task 3. Data Collection and Analysis		400	250	650
Task 4. Final Report and Presentation	15	50	175	240
Total Hours	40	525	425	990
Billing Rate	$75.00	$44.06	$25.00	
Memo Total	3,000	23,132	10,625	36,757

* Subconsultants must provide required cost components found in Tables 1 & 2