



Lake Erie West

REGIONAL COUNCIL

RFP: **Building Access: Aligning Transportation, Workforce, and Housing**

Responses to questions submitted by deadline of March 19, 2026

1. What decisions or policy actions do you hope this study will ultimately inform (e.g., housing development strategies, transportation investments, workforce initiatives)?
 - a. **Housing development strategies, transportation investments, and workforce needs and future business development**
2. How will Lake Erie West define success for the community and stakeholder engagement process?
 - a. **We want substantial response from commuters in all 6 counties in order for our recommendations to be meaningful.**
3. What types of insights from residents, employers, and regional stakeholders would be most valuable for shaping the final study recommendations?
 - a. **Residents: Why they live where they live (i.e. availability of the right type of housing, school district, preference, family, etc.), how they get to work and what transportation investments they would like to see) If housing availability wasn't an obstacle, how closely would you prefer to live to your employer (and/or where would you prefer to live)?**
 - b. **Employers: Does lack of housing or transportation impact availability of workforce? What solutions would they like to see? Does it impact your decisions on future expansion?**
 - c. **Stakeholders: Ongoing work, challenges, future work**
4. Which stakeholder groups do you consider most critical to engage (e.g., major employers, housing developers, workforce development agencies, transit authorities)?
 - a. **All of the listed examples are important, the idea would be to have focus groups for each of the areas.**

5. Are there communities or populations that have historically been underrepresented in regional planning processes that this engagement effort should prioritize?
 - a. **In past planning processes getting minority populations and younger populations engaged have been challenging.**
6. Have previous regional engagement initiatives produced lessons learned that should inform this project?
 - a. **The long range planning process identified people want more regional connections and the timing of transit impacts their ability to work. During the CEDS development, it was clear that the region shares a laborshed.**
7. Are there existing data sources or prior studies that should inform the engagement strategy, such as commuting pattern analyses or housing market assessments?
 - a. **We are currently collecting and analyzing data to show commuting patterns but have used census and stats America for past analyses. Many counties in the region have housing assessments, which will be referenced.**
8. Are there specific barriers to participation that should be anticipated when engaging residents, employers, or regional stakeholders?
 - a. **The biggest anticipated barrier is clearly explaining what this study is and how it is not duplicative of other housing and transportation studies in order to get max participation.**
9. What level of coordination will occur between the selected consultant and Lake Erie West staff in designing and implementing engagement activities?
 - a. **Lake Erie West staff will be involved in designing and implementing engagement activities. We have long standing relationships with many partners in the region and can help make connections. We are going through a rebrand, so also would like outreach designs to reflect the new branding.**
10. Is there a budget range or ceiling for this project?
 - a. **We have not established a predetermined budget range for this project. We ask firms to propose a budget that aligns with the scope of work outlined in the RFP. Costs will be evaluated with an emphasis on value, reasonableness, and responsible stewardship of public resources.**

11. Could you please confirm the anticipated length of the bi-weekly meetings with Lake Erie West staff?
 - a. **No more than 1/2 hour, just quick check ins we want to be closely involved in the entire process.**

12. The RFP indicates that the consultant may accompany staff at community pop-up events. Could you provide additional information about the types of events anticipated (e.g., existing community events, outreach tables, partner-hosted gatherings)?
 - a. **All of the examples listed are what we had in mind. We are getting our best involvement going to places where people already are. Farmers markets, community events, downtown transit hub, etc.**

13. Are there specific counties, municipalities, or stakeholder groups where Lake Erie West already has strong engagement relationships, and others where the consultant would be expected to focus more heavily on outreach and relationship building?
 - a. **We have strong connections in all five counties. Seneca County is a newer county we are working with and we have started to form relationships there through the CEDS, but the public is less familiar with us. Monroe County has been a member for a number of years and we do some planning in the southern townships, but it is another example of the public might be less familiar with us, so would benefit from more focus. In general, we always struggle the most getting public involvement from rural communities.**

14. For the regional commuter survey, should the consultant be responsible for survey design only, or also for implementation, data collection, and analysis?
 - a. **Lake Erie West wants to be an active participant, but the consultant would be responsible for directing design, implementation and collection of responses with support from our communications teams, and analysis of the results. We have a data team on staff that is doing the data analysis for the plan beyond the commuter survey.**

15. Does Lake Erie West have an anticipated number or range for engagement activities such as workshops, focus groups, or pop-up events that the consultant should plan for in the proposal?

- a. **At least 6 focus groups (employers, homebuilders/realtors, elected officials, housing professionals, workforce professionals, transportation/transit professionals.) Ideally, we would identify at least 1 pop event from each county to attend and at least 1 community workshop per county.**
- 16. Under the Engagement tasks, the RFP notes that the consultant will “conduct [a] regional commuter survey,” while Lake Erie West staff are identified as responsible for data collection and analysis. Please clarify the anticipated division of responsibilities between the consultant and Lake Erie West for the commuter survey, including survey design, administration/fielding, data cleaning, and analysis.
 - a. **We will be doing the quantitative data collection. Looking at Census data, travel patterns, demographic data, housing data, etc. The Commuter survey data collection and analysis of the responses will be completed by the consultant.**
- 17. Does Lake Erie West staff have commuter survey or focus group targets?
 - a. **Commuters of workforce age of all income levels in all 6 counties are the target audience is the focus for the survey. At least 6 focus groups (employers, homebuilders/realtors, elected officials, housing professionals, workforce professionals, transportation/transit professionals) are desired.**
- 18. Please clarify the anticipated roles of Lake Erie West staff versus the consultant team for engagement activities. Specifically, should proposals assume that focus groups and in-person engagement events will be fully facilitated and staffed by the consultant, or that Lake Erie West staff will lead or co-facilitate certain activities?
 - a. **We would rely on the consultant for their expertise in developing a survey and an engagement plan. We would anticipate that focus groups would be co-facilitated, but we would follow consultant guidance and recommendations. We would help make connections through our established networks.**