

Anaheim Transportation Network (ATN)

Notice of Request for Proposals

ATN is soliciting proposals for professional services related to a Title VI Equity Analysis, public engagement, and Board support.

- RFP Issued: Thursday, **January 15, 2026**
- Proposals Due: Thursday, **January 22, 2026 (5:00 PM PT)**
- Board Consideration: Wednesday, **January 28, 2026**

Questions should be directed to:

Araceli Castaneda

Managing Director

acastaneda@atnetwork.org

Proposals must be submitted electronically. ATN reserves the right to reject any or all proposals.

Anaheim Transportation Network (ATN)

Request for Proposals (RFP)

Professional Services for Title VI Equity Analysis, Public Engagement, and Board Support

1. Introduction

Anaheim Transportation Network (ATN) is soliciting proposals from qualified consulting firms to provide professional services related to Title VI equity analysis and associated public engagement requirements for proposed service and fare changes. These services are required to ensure compliance with applicable Federal Transit Administration (FTA) Title VI regulations and ATN-adopted policies.

ATN is a public transit operator serving the City of Anaheim and surrounding activity centers. Additional information about ATN and its services can be found at www.rideart.org.

2. Purpose of the RFP

The purpose of this RFP is to establish a contract with a qualified consultant to:

- Conduct a Title VI Service and Fare Equity Analysis for proposed major service and fare changes;
- Support required public participation and public hearing processes;
- Prepare required updates to ATN's Title VI Plan and related policies and documents; and
- Present findings and recommendations to the ATN Board of Directors.

This RFP is intended to be general in nature and does not commit ATN to any specific service changes.

3. Scope of Services

ATN anticipates awarding a professional services agreement that may be structured as an on-call or task-based contract, with work authorized through written task orders.

The selected consultant will be expected to perform services that may include, but are not limited to, the following tasks:

Task 1 – Title VI Equity Analysis

- Conduct a Title VI Service Equity Analysis for proposed major service changes in accordance with FTA Circular 4702.1B and ATN policies.
- Conduct a Title VI Fare Equity Analysis for proposed fare changes.
- Evaluate potential disparate impacts on minority populations and disproportionate burdens on low-income populations.
- Identify potential mitigation measures, if applicable.

Task 2 – Public Participation and Hearing Support

- Support ATN's public participation process consistent with its Public Participation Plan and Limited English Proficiency (LEP) Plan.
- Preparation of public outreach materials and notices (bilingual or multilingual, as required).
- Support the planning and documentation of at least one public hearing (minimum) after completion of the Title VI Equity Analysis and before the Board votes on the change.
- Summarize public comments received and document agency responses.

Task 3 – Title VI Plan and Policy Updates

- Prepare updates to ATN's Title VI Plan, as necessary, to reflect service and fare changes.
- Update related Title VI policies and supporting documents, as required.
- Ensure consistency with current FTA guidance and ATN-adopted policies.

Task 4 – Board Support and Presentations

- Prepare clear and concise summary materials suitable for Board review.
- Present analysis findings and recommendations at a meeting of the ATN Board of Directors.
- Support ATN staff during Board consideration of the proposed actions.

4. Deliverables

Deliverables may include, but are not limited to:

- Draft and final Title VI Service and Fare Equity Analysis reports;
- Public outreach and hearing materials;
- Public comment summary and response documentation;
- Updated Title VI Plan sections and related policy documents;
- Board reports and presentation materials.

All deliverables shall be provided in electronic format.

5. Schedule

- RFP Issued: Thursday, **January 15, 2026**
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ATN reserves the right to modify this schedule as needed.

6. Proposal Requirements

Proposals should be concise and include the following:

1. Firm qualifications and relevant experience with Title VI equity analyses for transit agencies;
2. Description of proposed approach and understanding of the work;
3. Project team and key personnel;
4. Proposed schedule;
5. Cost proposal (separate section)
 - Cost proposal shall include a not-to-exceed amount and a breakdown by labor category and/or task.

7. Evaluation Criteria

Proposals will be evaluated primarily based on pricing, relevant experience, and the proposer's ability to meet ATN's required schedule.

Evaluation factors include:

- Cost / pricing;
- Relevant experience and demonstrated qualifications;
- Proposed schedule and ability to meet required deadlines.

ATN may, but is not required to, conduct interviews with one or more proposers as part of the evaluation process. ATN reserves the right to make a recommendation and award based solely on written proposals.

The contract will be awarded to the proposer whose proposal is determined to represent the best overall value to ATN, based on pricing, relevant experience, and the ability to meet the required project timeline.

8. General Conditions

- ATN reserves the right to reject any or all proposals.
- ATN reserves the right to waive minor irregularities in proposals.
- This RFP does not obligate ATN to award a contract.
- All work shall be performed in compliance with applicable federal, state, and local regulations, including FTA Title VI requirements.

9. Insurance and Contract Terms

The selected consultant will be required to enter into ATN's standard professional services agreement and maintain insurance coverage including, but not limited to:

- Commercial General Liability;
- Automobile Liability;
- Workers' Compensation;
- Professional Liability (Errors and Omissions).

Specific insurance limits will be provided prior to contract execution.

10. Submission Instructions

Proposals must be submitted electronically by the deadline identified in this RFP. Late submissions may not be considered.

Questions regarding this RFP shall be submitted electronically to the ATN contact identified in the RFP cover page.

11. Protest Procedures

Any protest regarding this RFP must be submitted in writing to ATN within five (5) calendar days following the posting of the recommended award.

Protests must clearly state the grounds and supporting facts.

Failure to timely file a protest shall constitute a waiver of the right to protest.

12. Disadvantaged Business Enterprise (DBE)

ATN encourages participation by Disadvantaged Business Enterprises (DBEs), Minority Business Enterprises (MBEs), Women Business Enterprises (WBEs), and Small Business Enterprises (SBEs).

DBE participation is not required for this procurement; however, proposers are encouraged to identify certified firms included on their project team, if applicable.

End of RFP