

**RFP ADDENDUM #1**

Date of Addendum: January 16, 2019

**NOTICE TO ALL POTENTIAL RESPONDENTS**

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondents shall take this Addendum into consideration when preparing and submitting its Proposal.

**PROPOSAL SUBMITTAL DEADLINE**

The Proposal submittal deadline has been changed as noted herein, and modifies the deadline stated in the RFP. The new Proposal submittal deadline is 4:00 pm on February 25, 2019

**1.0 – RFP**

Item	Section	Description of Change
1.1	IV Project Timetable	<p><b>Delete the language as listed below:</b></p> <p>“January 25, 2019 Closing date for receipt of proposals February 4, 2019 Completion of the Evaluation Proposal Review February 13, 2019 Consultant Selection and Notice of Intent February 21, 2019 Recommendation of Award to HCAOG Board February 22, 2019 Finalization of Consultant Services Agreement March 1, 2019 Project Commencement June 20, 2020 Project Completion (target)”</p> <p><b>Add and replace with the following language:</b></p> <p>“January 28, 2019 Second deadline to submit questions regarding RFP January 31, 2019 Deadline for responses to submitted questions regarding RFP February 25, 2019 Closing date for receipt of proposals March 4, 2019 Completion of the Evaluation Proposal Review March 13, 2019 Consultant Selection and Notice of Intent March 21, 2019 Recommendation of Award to HCAOG Board March 22, 2019 Finalization of Consultant Services Agreement April 1, 2019 Project Commencement July 31, 2020 Project Completion (target)”</p>

1.1	V. A Cover Letter	Delete the following language in the first sentence of the second paragraph: "Only one cover letter need be prepared to accompany all copies of the technical and cost proposals."  Replace the sentence with the following language: "Only one cover letter and one separately bound or sealed cost proposal need be prepared to accompany all copies of the proposals."
1.2	V. A Cover Letter	Add the following language after the third sentence: "The cost proposal must be placed in a separately sealed envelope clearly marked "Eureka Broadway Multimodal Transportation Corridor Plan Cost Proposal"
1.3	V. A Cover Letter	Delete the following language in the last sentence of the second paragraph: "The cover letter and proposals shall be delivered or mailed to:"  Replace the sentence with: "The cover letter, proposals and separately sealed cost proposal shall be delivered or mailed to:"
1.4	V. B 6) Cost Proposal	Add the following language to the Section Title: "(One copy must be submitted separately in a sealed envelope.)"
1.5	VI. B Disadvantaged Business Enterprise (DBE) Policy and Obligation	Add the following language to the end of the paragraph: "The DBE goal for this project is 8%."
1.6	VI. G Number of Copies of Proposal	Delete the following language in the parenthesis: "(section B 1-7)"  Replace it with the following language: "(section B 1-5 and 7)"
1.7	VI. G Number of Copies of Proposal	Add the following language to the end of the paragraph: "Only one copy of the cost proposal (section B 6) needs to be submitted in a separate, sealed envelope.:"
1.8	VII. Evaluation Criteria and Review Process	Delete the following language and associated points of the second bullet under the 'Approach to Services and Deliverables Requested' criteria: "Cost effectiveness and adherence to available budget providing the best value of services offered: 30 Points"  Change the total points for first bullet criteria from "10" to "40".
1.9	VII. Evaluation	Delete the language "cost of work" in the second sentence of the second to the last paragraph.

	Criteria and Review Process	
1.10	VII. Evaluation Criteria and Review Process	Add the following language after the first sentence in the last paragraph: "Separately sealed cost proposals will not be opened until after the evaluation committee has ranked the proposals and the Executive Director has approved the recommendation. Negotiations will be conducted with only the most qualified offeror. Failing agreement on price, negotiations with the next most qualified offeror will be conducted until a contract award can be made to the most qualified offer or whose price is fair and reasonable to HCAOG. Only the cost proposal of the firm(s) in negotiations will be opened. At the end of the process, all unopened cost proposals will be disposed of unopened or returned to the offeror."
1.11	Scope of Work Attachment 1 Task 4.3 Develop Modeling: Traffic and Multimodal	Add the following language <ul style="list-style-type: none"> <li>Caltrans will use the existing Greater Eureka Area Travel Model (GEATM), using Transmodeler software. The GEATM relies on the existing Humboldt County Traffic Demand Model, using TransCAD software.</li> </ul>

## 2.0 – QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum. These questions and answers were circulated and posted on HCAOG's website on January 10, 2019.

Item	Questions and Answers
2.1	<u>Question:</u> The RFP states, "Provide one digital and five (5) unbound, double-sided copies of the proposal (section B 1-7), submitted in response to this RFP." Can the digital copy (PDF) be in color or does it also need to be in black & white?" <u>Answer:</u> Yes, the digital copy (PDF) may be in color.
2.2	<u>Question:</u> Scope Task 2.5: Are both public presentations to be made to the Eureka City Council? Or is the presentation(s) to Council in addition to the two public presentations mentioned? <u>Answer:</u> The one (1) presentation is to be made to the Eureka City Council after Community Workshop #2 and one (1) additional presentation to be determined.
2.3	<u>Question:</u> Scope Task 3.2 (second bullet): Please confirm that setting survey ground control is required for the project" <u>Answer:</u> There are no survey control point required for task 3.2 identify existing right-of-way ownership. This section is intended to gather documents and maps to identify features and constraints within the design area.
2.4	<u>Question:</u> Scope Task 3.5 and 4.3: Task 3.5 indicates that the consultant will

	<p>be responsible for developing a micro-sim model. However, Task 4.3 (last bullet) indicates that Caltrans will be leading the modeling efforts. Please clarify who will be responsible for developing and running the micro-sim model.</p> <p><u>Answer:</u> Task 3.5 indicates that the consultant will be responsible for collecting, compiling and mapping data for use in a micro-sim model. Caltrans will take lead on running an existing micro-sim model.</p>
2.5	<p><u>Question:</u> Does HCAOG and/or Caltrans have a preference with respect to micro-simulation software platform?</p> <p><u>Answer:</u> Caltrans has an existing micro-sim model for the City of Eureka.</p>
2.6	<p><u>Question:</u> The standard agreement (section 1.12) provided indicates that HCAOG will withhold 10% of each invoice until fully reimbursed by the State. The same section indicates that Subcontractors shall be paid within 10 days of invoicing the Prime. Is the Prime consultant also allowed to withhold 10% owed to Subcontractors until full payment is made by HCAOC?" [sic]</p> <p><u>Answer:</u> Section 1.13 states that the Contractor is prohibited from holding retainage from subcontractor(s).</p>

**END OF ADDENDUM**