ADDENDUM 1

TO

REQUEST FOR PROPOSALS (RFP)
for
Professional Engineering Services

LOCAL ROADWAY SAFETY PLAN (LRSP) PREPARATION
Project No. LRSPL 5382(039)

Notes: All proposers must acknowledge receipt of Addendum No. 1 in the cover letter of the proposal.

A. QUESTIONS & ANSWERS

• Q1: We reviewed the sample contract and don’t have any major concerns. Are you expecting that we submit redlines/proposed edits to the sample agreement with the proposal?

   A1: You are expected to review the sample contract and confirm all terms and conditions are acceptable. It should be noted in your proposal package, if you agree with all terms and conditions or if you are making exceptions that you don’t agree with and be specific.

• Q2: Is there a City milestone we should be aware of that is driving the end of the year deadline for the project?

   A2: Because of a potential future road safety project, the City would like to have the LRSP prepared as soon as possible following the award of contract but no later than December 31, 2020. The City would like to see realistic schedules proposed for the project.

• Q3: Based on our review of the proposal submittal requirement, we would like to make a request that the City would accept electronic proposal submittal in order to ease the reproduction process and eliminate any potential of transmitting virus through hard copies. In addition, the Q&A is anticipated to be released 7 days prior to the proposal due date – this could be challenging to wrap up the proposal, send out for reproduction, and mail

   A3: Electronic submittal is acceptable. All other terms and conditions of RFP remain unchanged. All proposal documents shall be submitted before the deadline May 21, 2020; 2:00 PM to: Jahmadpour@cityofvista.com.

• Q4: We understand that many agencies are instructing staff to work from home, limit office visitors/deliveries entirely, and/or take all necessary precautions to
limit potential exposure to COVID-19. Given this, would the City be willing to accept an electronic proposal via e-mail/other platform in lieu of hard copy delivery? If hard copies delivered via USPS only will still be required, we will have to adjust our submission schedule significantly to allow several more days for guaranteed delivery. Because of this, would the City be able to provide an answer to our question prior to 5/14?

A4: See answer above.

Q5: Can the audited financial statements from the past three years be included as an appendix due to the 15-page limit? Or is this excluded from the limit?

A4: Include in Appendix and it won’t count as 15-page limit.

End of Addendum 1