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|  **RFP NO. 21-111** |  |  **DUE DATE: September 15, 2021** |

**ADDENDUM NO. 1**

**For**

 **CIVIL ENGINEERING DESIGN SERVICES FOR**

 **EASTONVILLE ROAD CORRIDOR**

**DATE OF ADDENDUM: August 30, 2021**

**THE ATTACHED** addendum shall become as fully a part of the above-named Request for Proposal (RFP) as if therein included and shall take full and complete precedence over anything contained to the contrary.

**ACKNOWLEDGMENT:** Each proposer shall indicate acknowledgment of receipt of this addendum by signing below and submitting this addendum (this page only) with the proposal.

Each proposer shall be responsible for reading every item on the attached addendum to ascertain to what extent and in what manner it affects the work being proposed.

No attempt is made to list Addendum items in chronological order or in conformity with the Drawings to which they refer or which they affect.

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|  | **NO CHANGE TO DUE DATE** |
|  **X** | **CHANGE DUE DATE TO: Wednesday, September 15, 2021 at 12:00 PM (MT)** |

I acknowledge receipt of this addendum which shall become a part of the submitted proposal.

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| **COMPANY NAME** |  | **PHONE** |
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| **AUTHORIZED REPRESENTATIVE** |  | **TITLE** |
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|  |  |  |
| **SIGNATURE** |  | **DATE** |

**The following is hereby made a part of this solicitation:**

**Attached Sign-In Sheet.**

**Vendor Questions/Clarifications:**

1. Q: The RFP indicates that there will be no Federal or State (CDOT) oversight of this project. However, the environmental scope denotes that a Categorical Exclusion should be assumed. A Categorical Exclusion is typically needed with CDOT/FHWA nexus. Please confirm that the scope of work presented under the Environmental Clearances/Permitting task includes CDOT coordination, as the fee would be impacted if so.

A: County Response – The scope of work presented does NOT include or require CDOT/FHWA coordination. The statement in the RFP, pg. 8, para II.C.6 states to assume a level of effort ***similar to*** a Cat-Ex and is intended to be inclusive of any environmental requirement anticipated or that arises. Again, there is no federal nexus.

1. Q: Are separate fees required for each sub-consultant in submittal?

A: County Response – Any sub-consultant fees should be included in the fee proposal. See additional info in question 3.

1. Q: Proposal / scope of work required for each sub (do we need formal proposal from each sub)?

A: County Response – Yes, reference the RFP pg. 21, para IV.C.6.i.

1. Q: Phase 1: please clarify the scope extend of Meridian Ranch’s work.

A: County Response – As mentioned in the Pre-Proposal Conference, the extent of Meridian Ranch/GTL scope is a design-only effort from Stapleton Drive to future Rex Road, including the intersections of Stapleton Dr-Eastonville Rd and Londonderry Dr-Eastonville Rd.

1. Q: Understanding and Approach Is there a page limit? Are 11x17 pages allowed, if yes, how many?

A: County Response – There is no page limit to the Understanding & Approach. There is no size specificity.

1. Q: Section ii bullet points, please clarify “each project” “Falcon Project” “both projects” and “federal funding”.

A: County Response – Please replace bullets 3 & 4 as noted below and delete bullet 5 on pg. 21, para IV.C.5.e.ii:

* + - Clearly identify the Company’s and Key Personnel’s responsibilities for ***the*** project
		- Provide a clear understanding of ***the*** project and how ***it*** will be managed
		- ~~Provide a clear understanding of the Falcon Project requirements with respect to federal funding~~
1. Q: Please clarify the extend of GTL’s scope of work.

A: County Response – See answer to question 4.

1. Q: Section v - how does this differ from what will be provided in the fee proposal?

A: County Response – In reference to pg. 21, para IV.C.5.e.v, the County is requesting proposers provide supporting information on determination of the level of effort for tasks and personnel. The fee proposal provides a breakdown of hours by task, by personnel. Information provided here will define/describe/support this breakdown.

1. Q: Please confirm Meridian Ranch design limits and can a copy of the IGA be provided?

A: County Response – See answer to question 4. See attached Subdivision Improvements Agreement (SIA).

1. Q: Pre-proposal Conference - Will a copy of the sign in sheet be provided?

A: County Response – Sign-in sheet is attached.

1. Q: Section 5 Project Plan, d.vii - Is there a maximum number of resumes allowed?

A: County Response – No maximum.

1. Q: Qualifications Statement Form, Question 5, is there a page limit for this section? With regard to resumes for Key Personnel – can these be placed in the Appendix to meet criteria for this and Section 5.d.vii?

A: County Response – Qualification Statement Form is provided as attachment 8, included with the RFP file. Please use this form. This form is sufficient. There is opportunity to expound on relevant experience/projects in the Project Plan. As for the Key Personnel section of the Project Plan, resume requirements are specifically spelled out in that same reference – pg. 21, para IV.C.5.d.vii, “If included, resumes shall be located in an appendix…”

1. Q: Are Cover and divider pages allowed? If yes, will they be excluded from the page counts?

A: County Response – Yes. Yes.

1. Q: Depending on how quickly these questions are responded to, it might be prudent to extend the due date by a few days or week if possible.

A: County Response – The County will extend the Due Date to Wednesday, September 15th, 2021 at 12:00 PM (MT).

**END OF ADDENDUM NUMBER ONE**

All other terms and conditions of the original RFP shall remain unchanged, and the subsequent proposals received as a result of this solicitation shall be opened and evaluated in accordance with those terms and conditions.

Please sign the addendum signature page and return it with your proposal. Failure to acknowledge this addendum in writing may be cause for rejection of your proposal.

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|  | **Becky Schaffstein****Becky Schaffstein, CPPB****Procurement Specialist II** |