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**THIS ADDENDUM SHALL BECOME A PART OF THE SOLICITATION  
AND MUST BE ACKNOWLEDGED**

**RFP 22-052; El Paso County Americans with Disabilities Act Asset Measurement Project - dated April 20, 2022**

**RESPONSE TO QUESTIONS:**

1. Q: Page 2, which asks for electronic submittals, conflicts with page 1, which asks for an original and a copy of our submission. Which submission method is preferred by the County?  
A: [All proposals are to be submitted through Rocky Mountain E-Purchasing System as outlined on page 1 and section IV.B Proposal Submission. Please see the revised checklist.](#)
2. Q: The order of the checklist provided on page 2 does not align with the order requested for proposal submittal requirements on pages 14-15. To ensure we are including everything in the County's preferred order, please provide clarification on submittal order. Similarly, we would like clarification on where in our submission the County would like to see our responses to the requested evaluation criteria listed on page 17 of the RFP.  
A: [Page 2 is an overview of what should be turned in whereas page 14-15 is the more detailed list of what should be included in each item that must be included in the proposal. Page 17 lists what the evaluation criteria will be and that should be submitted in your response either under Project Plan or Statement of Qualifications as outlined in IV D.](#)
3. Q: Are submitting firms allowed to recreate the SF 330 in InDesign or another similar graphics software program?  
A: [Yes, it could be acceptable.](#)
4. Q: Pages 4 and 12 list May 1, 2023 as the final date for completion of this project, but also on page 12 (F. 3. b.) the RFP notes that the deadline is June 1, 2023 for project closeout. Could you please confirm the project completion dates?  
A: [May 1, 2023 is the correct date \(required to submit before funding deadline\)](#)
5. Q: Is the completion date for this project based on funding? If not, could the County clarify the reasoning for the stated completion date?  
A: [yes, the funding deadline is June 1, 2023 and the project requires the consultant to submit final invoicing 30 days prior. The contract completion date can be adjusted as necessary to facilitate project closeout.](#)
6. Q: On page 15 under section "6. Fee Proposal...", the RFP states we should provide this information "ONLY IF REQUESTED BY THE COUNTY". Although this is a "Request for Proposals", the project is federally funded so fee information may not be allowed. Please clarify whether or not a fee proposal is required and, if so, please elaborate on the funding requirements that would allow this request.  
A: [The MMOF grant is state funding with similar federal documentation requirements. See solicitation outline regarding timing of requested information. Please do not submit a fee proposal unless requested by the El Paso County.](#)

7. Q: Does this contract include design of every element that is found to be out of compliance through the data collection process and preparation of full plans specifications and estimate (PS&E)?  
 A: No. The project intends using the noncompliance data to assist in identifying the best available or recommended design projects depending on available funding. To help assist the consultant to begin designs early in the project the County plans to identify a few initial project areas that are in need of ADA improvements. The sooner the consultant can provide data collection information the earlier this information can be used to identify the remaining or necessary design projects (remaining design projects will be based on available funding)
8. Q: The County's non-collusion affidavit form is not included in the solicitation documents but is requested in the checklist. Please provide this form or advise on how firms should proceed.  
 A: [See attached in this addendum.](#)

Signature below indicates that applicant has read all the information provided above and agrees to comply in full. This addendum is considered as a section of the Request for Proposal and therefore, this signed document shall become consideration and fully submitted with the original package.

PRINT OR TYPE YOUR INFORMATION

Company Name: _____	Fax: _____
Address: _____	City/State/Zip: _____
Contact Person: _____	Title: _____
Email: _____	Phone: _____
Authorized Representative's Signature: _____	Date: _____
Printed Name: _____	Title: _____
Email: _____	Phone: _____