



Request for Proposal for Consultant Services for the Transportation System Development Charge (SDC) and Street, Sidewalk and Street Lighting Fees Study

DATE: September 28, 2015

ADDENDUM NO. 2

Change to the Request for Proposal's Method of Submitting of PDF Copy of the RFP and Answers to Three (3) Questions Received by the City Engineer.

Be advised that the following method of providing a PDF copy of the Request for Proposal (RFP) has been changed on page 4 of the RFP from:

"Submit one (1) original and four (4) copies as well as an electronic file in PDF format on a CD, of the consultant's proposal in a sealed envelope..."

To:

"Submit one (1) original and four (4) copies as well as an electronic file in PDF format on a CD **or thumb drive or flash drive**, of the consultant's proposal in a sealed envelope..."

The following three (3) questions were received by the City Engineer via email and are answered as follows:

Q1: The schedule on page 5 notes completion for April 8, 2015 and June 10, 2015. I am assuming that those dates should be 2016.

A1: Paragraph 2 of page 5 currently states:

"The preparation of the recommended Transportation System Plan (TSP) System Development Charge (SDC) portion of the Study shall be completed on or before Friday, April 8th, 2015, with the Street, Sidewalk, and Street Lighting Fee portion of the Study completed on or before June 10th, 2015."

Paragraph 2 of page 5 is now revised to:

"The preparation of the recommended Transportation System Plan (TSP) System Development Charge (SDC) portion of the Study shall be completed on or before Friday, April 8th, ~~2015~~ **2016**, with the Street, Sidewalk, and Street Lighting Fee portion of the Study completed on or before June 10th, ~~2015~~ **2016**."

Q2: On page 6 (Project Budget) refers to "proposed fee". However, in the Proposal Instructions #13 only hours are requested. #11 indicates a fee will be

negotiated after selection. Just wanted to reconfirm that we are not to include fees in this proposal, only hours.

A2: Fees will be negotiated after selection of the consultant. Do not submit any proposed fee information.

Q3: Auto Insurance - would \$1 million (coverage) be acceptable.

A3: One million will be sufficient.

This ADDENDUM shall be signed and attached to the Request for Proposal and shall subsequently become part of the Contract Documents.

Company Name	
Consultant Name	
Consultant Signature	
Date	