

Addenda – Regional Safety Action Plan Inquiry Responses

1. *Can you please clarify if the following items are included in the 25-page limit?*
 - a. *Cover*
 - b. *Tabs*
 - c. *Resumes*
 - d. *Table of Contents*
 - e. *Exceptions to the RFP*

Cover page, Table of Contents, tab pages do not count toward the 25-page maximum.

Resumes and Exceptions to the RFP do count towards the 25-page maximum.

2. *Are the attachments included in the page limit?*

Yes.

3. *On Page 8 of the RP, section 8.5: Management Proposal asks for us to include a project schedule. Section 8.7 also requests a schedule. Can you please clarify if you would like the schedule in section 8.5 or 8.7?*

AMENDED to: 8.7

4. *On page 7, section 8.1 asks for us to include a resolution of Source Anomalies. Can you please clarify what you are looking for in that section as there is no description listed below.*

AMENDED to: Disregard Resolution of Source Anomalies. There is no need to include this section in proposals.

5. *Can we combine 8.10 – exceptions to the RFP and 8.11 – additional pertinent information? If section 8.11 is meant to be a section for us to include any additional information we would like to include in our response, can you clarify if that would count towards the 25 pages?*

Yes, may combine the two sections as long as it is clear which pieces of information are exceptions and which are additional, pertinent information.

Yes, this would count towards the 25-page maximum.

6. *Is there an evaluation criteria that will be used to score the proposal?*

Evaluation criteria will be developed after proposals have been received.

7. *Since no contract was provided for review, will the awarded Firm have an opportunity to negotiate any possible terms and conditions of an awarded contract, if any exceptions are requested?*

Yes.



8. Can we have a table of contents? If so, will it be included in the page limit?

Yes.

A Table of Contents would not count towards the 25 page maximum.

9. *Is the cover page included in the page limit?*

No.

10. *Are forms included in the page limit?*

Yes.

11. *In Section 4.2, the RFP states, "The contractor will be responsible for all required insurance of property owned or services provided by the contractor." Do we need to include proof of insurance in our response?*

No.

12. *Section 8.5 describes what should be included in the management proposal including areas that are listed in section 8.6-8.12. Would this section be an introduction to the following sections or is there information that must be included in both the management proposal section (8.5) and succeeding sections (8.6-8.12)?*

The Management Proposal should include the information in 8.5 as well as in 8.6 through 8.12.

13. *Section 7.1 in the RFP states, "If any exceptions are taken to any portion of the RFP, the respondent must clearly indicate the exceptions taken and include a full explanation as a separate attachment to the proposal. However, exceptions to the RFP are listed as their own section in 8.10. Should exceptions to the RFP be included as a separate attachment to the response or within the response in section 8.10?"*

Include within the response to Section 8.10.

14. *Section 8.5 of the RFP asks us to provide "relevant experience of the company and project team... at a minimum, three comparable customer references." Do subconsultants need three references in addition to the company's three references?*

Yes.

15. *Resolution to source anomalies is listed as 9 in the contents but is not included with a description in the sections below the management proposal. Can you please clarify if we need to include this section and, if so, what is needed for resolution to source anomalies?*

See response to Question 4.



16. *Please clarify section 8.11, additional pertinent information. What descriptions or omissions from the RFP should be included in this section?*

Section 8.11 can include any additional relevant information if applicable and any necessary omissions.

17. *Can you please confirm that the only required forms are as listed below?*

- a. *Attachment A: Certification Regarding Debarment, Suspension, Eligibility, and Voluntary Exclusion*
- b. *Attachment B: Certification Regarding Lobbying*
- c. *Attachment C: Conflict of Interest Questionnaire*

Yes.