



CITY OF DURHAM
Department of Transportation
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October 10, 2017

ADDENDUM 1
US 15-501 Corridor Study

Notice to Prospective Submitters:

This addendum containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposals and does hereby become part of the original Request for Proposals. This addendum supersedes the original Request for Proposals in case of conflict. Receipt of this addendum must be acknowledged by signing in the area indicated below. This addendum must be signed and returned with your proposal. In the event that your proposal has been mailed prior to receiving this addendum, you may submit the addendum by fax or email, clearly marked as an addendum to be attached to **“US 15/501 Corridor Study RFP #17-MPO1”**. This addendum and your proposal must be received by 3:00pm, on the 27 th day of October, 2017. Failure to do so will result in the disqualification of the corresponding proposal.

All other specifications, terms and conditions remain as defined in the initial Proposal Advertisement.

I have read and acknowledge receipt of Addendum No. 1:

Company: _____ Date: _____

Name: _____ Signature: _____

Question	Answer
Please provide a copy of meeting attendees	Provided below
Please clarify the difference between Section 3. Project Understanding and Approach, and Section 8. Methods and Procedures? Besides schedule being included in the latter.	Section 240.8 is duplicative and can be deleted.
Does the page limit include covers, cover letter, Table of contents, dividers, forms, affidavit, etc?	The page limit does not include covers, cover letter, table of contents, dividers, forms, the affidavit or the team’s abbreviated resumes (Section 240.5), which can be included in an appendix if desired.
In section 4: Qualifications, References, and Licenses, what does the City mean by “a list of the candidate’s current licenses that are pertinent to this project”? This is asked for during the discussion of similar projects and references.	Section 4 should read as follows “...and include references and how to contact them and a list of the candidate’s current licenses that are pertinent to the project. ” The last part of the sentence can be ignored.
In section 9. Compensation, what is meant by “entire compensation arrangement that you propose”?	Section 9 should be deleted. Compensation is addressed in Section 50.
Do we need to include just an insurance statement, or actual certificates of insurances with our proposal submittal?	The proposal should include an insurance statement only, however, once a firm is selected, they may be required by the city to provide actual certificates of insurance.
What is the extent of ITS in the scope of the project? It is included in the blueprint section of number 7 in the scope.	ITS/CMS improvements should include a review of current and planned ITS/CMS improvements for the Triangle Area, including any planned for this corridor and a recommendation of which ITS/CMS improvements would be most beneficial for the corridor. For reference, see the Triangle Regional ITS Deployment Plan, which will be updated in the near future. https://www.ncdot.gov/download/about/goals/its/Triangle_Report.pdf
Do the RS-2 forms, non-collusion affidavit form(s), cover letter, table of contents, dividers, and/or a front and back cover count towards the page limit?	The page limit does not include covers, cover letter, table of contents, dividers, forms, the affidavit or the team’s abbreviated resumes (Section 240.5), which can be included in an appendix if desired.
Does the proposal need to be doubled spaced?	The proposal does not need to be double-spaced, however, the font should be sufficient for readability.
For the contents of the proposal, do we need to include the cover letter and then all sections 1 through 15?	The format of the proposal is up to the submitter, as long as all sections are covered.
Is only the prime firm required to fill out the non-collusion affidavit? Or, do sub consultants need to fill out the non-collusion affidavit as well?	Only the prime firm needs to fill out the non-collusion affidavit, as their representative is the authorized agent for both signing the non-collusion affidavit and submitting the proposal.
On page 15 Section 2. Legal Status of the Candidate and Signers – Do we need to fill out this information for the prime consultant only? Or, do we need to provide this information for the sub consultants as well?	This information needs to be provided for the subs as well.
On page 19 it states to write the following prominently on the outside of the <i>envelope</i> : US 15/501 Corridor Study RFP #17-MPO1 . But it also states that the outside of the <i>package</i> must indicate “ US 15/501 Corridor Study ” and the name of the Proposer. Do we need a sealed	The term envelope/package is used interchangeably here. Please write US 15/501 Corridor Study RFP #17-MPO1 and the name of the Proposer on the outside of your submittal so that it will be directed to the appropriate person.

envelope with one specific title and ALSO a package with another specific title? The title/labels are different.	
Will you post the pre-proposal power point slides in the addendum?	The slides have been provided to those who attended the meeting and provided a contact email. A copy of the slides are available at the following address: http://www.dchcmpo.org/projects/current/hwy15_501/default.asp
What is the status of the US 15/501 Feasibility Study and what the limits?	The Feasibility Study for U-5304 from NC 86 to I-40 is expected to be complete in late 2017.
Will the study require any additional market analysis other than that already available for the D-O LRT.	No. The study team will be provided with currently available market analyses.
Will the study require any additional land use visioning activities along the corridor?	No. As part of the study, the team should inventory current and proposed land use plans and development activities along the corridor to assess their impact on any future transportation solutions.
DBE participation is encouraged but there are no specific goals.	That's correct
Do subcontractors need to be prequalified in all NCDOT codes or just the ones where they are expected to provide services? Is the prime and subs expected to be prequalified for NCDOT codes or just the City of Durham? If sub is not prequalified for NCDOT or City, will submitter be penalized?	Since this project includes Federal and State funding, the prime contractor is expected to be prequalified in any area(s) where they, or their subcontractors, are planning to provide services. While it is preferred that subcontractors be prequalified, it is not a requirement since they will be covered by the prime.
Will there be a representative form NCDOT on the selection committee?	Yes.
On page one, the Bid No. should read	"Bid No. 17-MPO1."
The RFP states to refer to the contract in Exhibit A regarding any objections a firm may have, however we didn't see an Exhibit A attached/included with the RFP. Will you please provide Exhibit A for review?	Exhibit A, Model – Services Contract (RFP Exhibit A), has been provided at the following link: http://www.dchcmpo.org/projects/current/hwy15_501/default.asp
Please note the following changes in the Project schedule, Section 120	<ul style="list-style-type: none"> • The revised approximate contract schedule is as follows (changes highlighted in red): • RFP Issued (Advertised date): September 15, 2017 • Pre-proposal meeting: September 28, 2017 at 9 a.m. in the City of Durham Committee Room 2nd Floor, 101 City Hall Plaza, Durham, NC 27701. • Questions regarding this RFP are due no later than 3:00 pm on October 9, 2017. • Responses to questions will be posted by October 11, 2017. • Proposals due on: October 27, 2017 at 3:00 pm in the City of Durham Transportation Department, 101 City Hall Plaza, Fourth Floor (Suite 4200), Durham, NC 27701 • Project Selection Committee completes evaluation by November 10, 2017 • The selection committee may select a firm based on the RFP, or may request in-person interviews of a short list of firms based on selection criteria. If interviews are necessary, the short listed firms will be notified by November 14, 2017.

	<ul style="list-style-type: none"> • Interviews: November 28-29, 2017 - times and locations to be determined. • Notification of Selected Firm – December 4, 2017 • Draft Contract and Scope of Work complete – January 2, 2018 • Council approves the contract - February 5, 2018 • City issues contract - February 2018 • <u>Anticipated</u> contract starts: February 28, 2018 (on date of receipt)

September 28, 2017 Preproposal Meeting List of Attendees

Attendee	Firm	Contact
Paula Flores	Alta Planning	paulaflores@altaplanning.com
Mike Fendrick	ATCS	mfendrick@atcsplc.com
Tim Hayes	ATCS	thayes@atcsplc.com
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Bill Judge	COD Transportation	bill.judge@durhamnc.gov
Ellen Beckman	COD Transportation	ellen.beckman@durhamnc.gov
Amjad Ibrahim	CPL	aibrahim@clarkpetterson.com
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Ashlin Spinney	Ramey Kemp	aspinney@rameykemp.com
Justin D'Andrea	Ramey Kemp	jdandrea@rameykemp.com
Mark Freeman	Three Oaks Engineering	mark.freeman@threeoaksengineering.com
Suzanne Young	Three Oaks Engineering	suzanne.young@threeoaksengineering.com
Don Bryson	VHB	dbryson@vhb.com
Leta Huntsinger	WSP	leta.huntsinger@wsp.com
Mike Surasky	WSP	mike.surasky@wsp.com
David Bonk		dbonk@nc.rr.com