

January 5, 2016

RFP– Traffic Engineering Services

Addendum #1

From: Robert Collins
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Day CPM Services

REQUEST FOR PROPOSALS

TRAFFIC ENGINEERING SERVICES

Reynolds School District 2015 GO BOND PROJECTS

The RFP for the above referenced project and the work covered are modified as follows, and except as set forth herein, otherwise remain unchanged and in full effect. This addendum is part of the RFP solicitation Documents for the above named project and modifies the original RFP Documents dated November 25, 2015. Acknowledgement of receipt of this addendum is required as part of the Proposal.

Item # 1 Deletions

This Addendum deletes the requirement for Estimated Fees to be provided as a part of this Request for Proposals, removes Interviews as part of Selection Criteria and makes the following revision to the RFP Section C, F and G as follows:

C. RFP Dates and Deadlines

Interested proposers may submit a proposal based on original RFP and revisions in this addendum. Revisions to deadline are as follows:

Proposals due at 2:00 PM

January 21, 2016

F. Selection Criteria

1. The Reynolds School District will evaluate proposals based on the following criteria:

- a. Evaluation of technical proposal (Scored);
- b. References (Scored); and
- c. ~~Interviews (Scored)~~ (deleted)

2. Proposal elements that are subject to scoring will be awarded points as follows:

- a. **Evaluation of Technical Proposal (Scored):** The evaluation committee will score all proposals as follows based on **100 points total**.
 - (i). Skills and experience, (20 pts).
 - (ii). Similar projects completed by your firm, (20 pts).
 - (iii). Experience of the firm in public works / operations facilities of similar size and character as outlined above (20 pts).
 - (iv). Firm's approach and understanding of the Project (35 pts).
 - ~~(v). Estimated Fees for Construction Estimating Services, **Attachment B** to this RFP (20 pts).~~
 - (vi). Collective, concise and comprehensive presentation of information (5 pts).
 - b. **References (Scored): (Max 50 points)** The evaluation committee will follow up with references provided by the proposers.
 - c. The evaluation committee will add together the points that each committee member assigns and divide the total points by the total number of evaluation committee members to compute average score for the evaluation questions.
3. The evaluation committee may request additional clarification from a proposer on any portion of a proposal. Proposer may not submit new information or documentation, however, and a proposer may not use a clarification to rehabilitate a non-responsive proposal. Proposer's point of contact must be available during the evaluation period to respond to requests for additional clarification. Proposers shall submit written signed clarification(s) within 24 hours, Monday through Friday, after receiving the Reynolds School District's request. A proposer's failure to provide clarification may result in a lower score for the proposal.
 4. The Reynolds School District reserves the right to request references in addition to those provided by the proposer, to investigate any references or representatives of projects that the proposer worked on whether or not furnished by the proposer, and to investigate the past performance of any proposer. The Reynolds School District investigation of proposer qualifications may include inquiry into the proposer's performance of similar services, compliance with specifications and contractual obligations, completion or delivery of services on schedule, proposer's lawful payment of suppliers, subcontractors, and workers, and other relevant matters.
 6. The Reynolds School District may postpone the award or execution of the contract after the announcement of the apparent successful proposer in order to complete the Reynolds School District investigation.

G. RFP Attachments

1. **Attachment A** to this RFP is the form of contract that will be used for any contract issued pursuant to this RFP. The contract includes the statement of work, insurance coverage requirements, and other exhibits associated with the Attachment.

Objections to Proposed Contract: The form of Contract that the successful Contractor will be expected to execute if awarded the contract is included. The Proposer should include in the proposal any objections to the form or terms of the Contract. Any objections shall be considered after a determination of the apparent highest ranked responsive, responsible bidder is made, and the terms shall be subject to negotiation. The Project Manager, in consultation with the District's Counsel, shall determine if any proposed modifications to the form of Contract are acceptable to the District and that they do not present material risk to the District or increase the District's costs. If the final negotiated terms are not acceptable to the apparent highest ranked responsive, responsible bidder, that bidder shall be declared not to be responsive, and the next apparent highest ranked responsive, responsible bidder's proposal and objections to form of Contract, if any, shall be considered, and so forth in order, until a responsive, responsible bidder agreeable to execution of a form of Contract acceptable to the District and to the bidder is ascertained.

~~2. **Attachment B** to this RFP is the Estimated Fees for Construction Estimating Services matrix for the Projects. (deleted)~~

3. **Attachment C** to this RFP is a statement that must be signed by the proposer and submitted with the proposal, certifying to the accuracy of all statements made in the proposal and certifying that the proposer meets all minimum qualifications stated in Section B of this RFP and is prepared to enter into a contract on the terms contained in all attachments.

4. **Attachment D** to this RFP is a form to be used by proposers for listing references.

5. **Attachment E** to this RFP is a copy of the draft master project schedule.

6. **Attachment F** to this RFP is the specific sections of the Reynold School District 2014 Master Plan for these Projects.

"A complete proposal will include the following materials:

- ✓ A narrative proposal responding to all requirements listed in Section E.6;

- ✓ ~~A copy of a signed and dated Attachment B, filled in and submitted by proposer with the proposal; (deleted)~~
- ✓ A copy of a signed and dated Attachment C, filled in and submitted by proposer with the proposal;
- ✓ A completed Attachment D (references), filled in and submitted by proposer with proposal.

End of Addendum #1