



Purchasing Division

ADDENDUM NO. 2

DATE: March 1, 2024
FROM: City of Grand Junction Purchasing Division
TO: All Offerors
RE: 7th Street Active Transportation Facility Feasibility Study RFP-5357-24-KH

Offerors responding to the above referenced solicitation are hereby instructed that the requirements have been clarified, modified, superseded and supplemented as to this date as hereinafter described.

Please make note of the following clarifications:

1. **Q:** To ensure that we 'right-size' our services to your budget, it would be helpful to know what the consultant fee is for this project. Can you provide this fee or a fee range?
A: The City will not be releasing the budget for this project.
2. **Q:** Can a graphical cover and tab dividers be included in the proposal and excluded from the page count?
A: A cover and section breaks can be excluded from the page limit. Graphics may be included in an appendix which can be excluded from the page limit.
3. **Q:** If necessary for legibility, can an 11x17 page be used for the schedule and/or fee? If yes, will the 11x17 page count as one page or two?
A: An 11x17 page can be used for the schedule and can be included in an appendix which can be excluded from the page limit. Otherwise, pages should be limited to standard 8.5x11 size.
4. **Q:** Section 5D requests references for projects of similar scope and size and to "include a summary of the project completed...." Do references have to be for completed projects, or can we use references from ongoing projects?
A: While references from partners on completed projects may be stronger due to demonstrating capability for the whole process, a firm may choose to include references for in-progress projects.

5. **Q:** Should the Solicitation Response Form be provided with the Fee Proposal as a separate electronic file or at the end of the proposal file?

A: It should be provided with the Fee Proposal.

6. **Q:** Do all project references need to be from completed projects or can they be a mix of completed and ongoing projects?

A: Please reference answer to question four.

7. **Q:** Should we assume that the schedule in RFP Section 4.8.4 should be modified to follow the revisions to Section 5.C shown in Addendum #1?

A: Section 4.8.4 shall be removed from the solicitation. Please reference Section 5.C shown in Addendum 1.

8. **Q:** The introduction to Section 5.0 indicates that we should submit one pdf with all required information, including Item 5.F. Fee/Pricing Proposal. However, Section 4.8.2 requires that the fee proposal be submitted separately. Please clarify.

A: Please provide everything in one PDF document.

9. Section 4.8.2 Fee Proposal shall be modified as follows:

Fee Proposal: Pricing for the services shall be all-inclusive, including, but not limited to: labor, materials, equipment, travel, design, drawings, work, shipping/freight, licenses, permits, fees, and any related costs. etc.

Provide a not to exceed cost using Solicitation Response Form found in Section 7, accompanied by a complete list of costs breakdown.

The Owner shall not pay nor be liable for any other additional costs including but not limited to taxes, insurance, interest, penalties, termination payments, attorneys fees, liquidated damages, etc.

All fees and pricing will be subject to negotiation by the Owner.

10. **Q:** Are we allowed to use landscape pages? Are we allowed to use 11x17 size pages and do they count as one page?

A: Landscape pages are allowed. Body text pages should be 8.5x11 size. If necessary to appropriately depict schedules, graphics, or illustrations, appendices/attachments may be 11x17 size.

11. **Q:** What counts toward the 20-page limit shown in Section 5.0:

- Does the required cover letter (RFP Section 5.A) count?
- Does the required Solicitation Response Form (RFP Section 5.E) count?
- Are resumes counted in the page limit or could they be in the attachments?
- Are graphical covers, tabs, or table of contents counted?

A: Any text pages in the application will count towards the page limit. Title pages, covers, tabs, contents, etc. will not count towards the page limit. Graphics, schedules, or resumes included in appendices/attachments will not count towards the page limit. The Solicitation Response Form will not count towards the page limit.

The original solicitation for the project noted above is amended as noted.

All other conditions of subject remain the same.

Respectfully,

A handwritten signature in black ink, appearing to read "K. Hackett". The signature is written in a cursive style with a large initial "K" and a long horizontal stroke extending to the right.

Kassy Hackett, Buyer
City of Grand Junction, Colorado