

GUAMPO 2050 Metropolitan Transportation Plan Addendum No. 1



Project Name: 2050 Metropolitan Transportation Plan	RFP No.: 23-24-21
Prepared By: Eliud De Jesus	Date: 11-06-2023

General Questions:

Q: Is there a sample agreement available for review? The noted Terms and Conditions in the RFP includes indemnification language that is inconsistent with N.C. Gen. Stat. § 22B-1 which limits the liability of design professionals to proximate cause of negligence. Would the indemnification language in any awarded contract be consistent with this Statute?

14. SERVICES PERFORMED: All services rendered under this agreement will be performed at the Seller's own risk and the Seller expressly agrees to indemnify and hold harmless The City of Greenville, its officers, agents, and employees from any and all liability, loss or damage that they may suffer as a result of claims, demands, actions, damages or injuries of any kind or nature whatsoever by or to any and all persons or property but only to the extent that such claims, demands, action, damages or injuries are proximately caused by the Seller's negligent acts, errors, omissions or willful misconduct.

A: Yes, the typical indemnification clause used in City contracts has a provision that provides an exception when the contract is for a certain type of services. This exception, which gives limitations on the contractor's obligations, provides for consistency.

Q: Page 11 of the RFLOI refers to a submission time of 5:00 pm. The cover and page 13 refer to a submission time of 12:00 pm. Which is official?

A: The submission of the LOI must be received by November 13, 2023 no later than 12:00p.m. EST (noon).

Q: Task 1 mentions a federal approval deadline of July 2024. Is that July 1 or July 31?

A: The MTP federal approval deadline is July 10, 2024.

Q: Would it be acceptable to team with subconsultants for relevant Discipline Codes not listed in the RFLOI, like 171 – Public Involvement?

A: Yes, it will be acceptable.

The Request for Letters of Interest is modified as follows:

SUBMISSION ORGANIZATION AND INFORMATION REQUIREMENTS

Firms submitting LOIs are encouraged to carefully check for conformance to the requirements stated in this section. If LOIs do not meet ALL of these requirements they will be disqualified. No exception will be granted.

The LOIs are limited to 15 pages (excluding appendices) inclusive of the cover sheet and shall be typed on 8-1/2" x 11" sheets, single-spaced, and font size 11 or greater. LOIs containing more than 15 pages will not be considered. Electronic LOIs should be submitted in .pdf format using software such as Adobe, CutePDF PDF Writer, Docudesk deskPDF, etc. The submission of the LOI must be received by the City on or before ~~5:00 PM~~ **12:00 PM** EST on the RFLOI due date. The address for electronic deliveries is: <https://www.dropbox.com/request/mnDHoRNvQ1u5dSbS073t>. LOIs received after this deadline will not be considered.

The LOI should be addressed to Eliud De Jesus, Transportation Planner, Greenville MPO and must include the name, address, telephone number, and e-mail address of the prime consultant's contact person for this RFLOI.

To be considered responsive the LOI must include the information outlined below:

Chapter 1 - Introduction

The Introduction should demonstrate the consultant's overall qualifications to fulfill the requirements of the scope of work and should contain the following elements of information:

- Expression of firm's interest in the work;
- Statement of whether firm is on register;
- Date of most recent private engineering firm qualification;
- Statement regarding firm's(') possible conflict of interest for the work; and
- Summation of information contained in the letter of interest.

Chapter 2 - Team Qualifications

This chapter should elaborate on the general information presented in the introduction, to establish the credentials and experience of the consultant to undertake this type of effort. The following must be included:

1. Identify recent, similar projects the firm, acting as the prime contractor, has conducted which demonstrates its ability to conduct and manage the project. Provide a synopsis of each project and include the date completed, and contact person.
2. If subconsultants are involved, provide corresponding information describing their qualifications as requested in bullet number 1 above.

Chapter 3 - Team Experience

This chapter must provide the names, classifications, and location of the firm's North Carolina employees and resources to be assigned to the advertised work; and the professional credentials and experience of the persons assigned to the project, along with any unique qualifications of key personnel. Although standard personnel resumes may be included in the Appendix, identify pertinent team experience to be applied to this project. Specifically, the Department is interested in the experience, expertise, and total quality of the consultant's proposed team. If principals of the firm will not be actively involved in the study/contract/project, do not list them. The submittal shall clearly indicate the Consultant's Project Manager, other key Team Members and his/her qualifications for the proposed work. Also, include the team's organization chart for the Project / Plan. A Capacity Chart / Graph (available work force) should also be included. Any other pertinent information should also be listed in this section.

Note: If a project team or subconsultant encounters personnel changes, or any other changes of significance dealing with the company, NCDOT should be notified immediately.

Chapter 4 - Technical Approach

The consultant shall provide information on its understanding of, and approach to accomplish, this project, including their envisioned scope for the work and any innovative ideas/approaches, and a schedule to achieve the dates outlined in this RFLOI (if any project-specific dates are outlined below).

End of Addendum No. 1