

# CITY OF TRINIDAD

## REQUEST FOR PROPOSALS (RFP)

### Addendum 1

### Active Transportation Program Non-Infrastructure Services

**Issued:** November 29, 2019

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#### **ERRORS Identified in RFP**

- Page 1 Total amount payable to the Consultant shall not exceed ~~\$16,760~~ **\$17,978...**
- Page 5 Table of Tasks: **Task B. 1 End Date should have been June-21 (2021) rather than Jun-20.**

|    | Start Date | End Date                    | Activities B  |
|----|------------|-----------------------------|---|
| 1. | Jan-20     | <del>Jun-20</del><br>Jun-21 | Pre and Post Project Active Travel Volume Counts using Caltrans approved methodology. |

#### **Questions from potential respondents with City of Trinidad responses**

- 1) Question: Under 'Services to be Provided' on page 4, it notes that the NI contractor would assist with evaluation/pre and post counts. Who is leading the coordination for the counts? With a budget of \$16K for all of these tasks, we are assuming the city will be coordinating the pre and post counts and the NI contractor will just be assisting during the actual counts and developing pre and post count reports. Is this a correct assumption? Although pre and post counts are now required for all ATP projects they do take time and resources.

Response: *The City of Trinidad will coordinate the pre and post counts as well as draft the procedures and study design (based on the ATP Interim Count Methodology), and draft the count reports. The Task B.1 would be consultant assistance for review of the procedures, assisting during the actual counts if needed, and assisting with developing the count reports. The proposal could specify "up to xx hours" for this task.*

- 2) The ATP NI incentive and safety equipment allowances (per Caltrans and CTC) do not allow for the purchase of helmets for bike rodeo participants. We have found that providing helmets for bike rodeo participants not only affords reassurance that participants will be safe, they can also help ensure a successful event by attracting more participants. Will the City seek additional funding sources to provide free helmets at the bike rodeo? Or would the NI contractor be tasked with this fund seeking?

Response: *The City did not consider the possibility of developing funding for purchase of helmets as an incentive, however it sounds like a good idea. Assistance with obtaining helmets (or funding for helmets) could be proposed as part of Task C. Bike Rodeo.*

## Addendum 1 for Trinidad Active Transportation RFP

- 3) Do the task start and end dates reference the month and year that the task will be completed? For instance Apr-21 would be April 2021? If so, would the City consider a shortened timeline that ends before June 2021?

Response: *Yes, Apr-21 = April 2021. The City would consider a proposal for a shortened timeline. FYI, the Trinidad Fish Festival (Task A) is held on the third Sunday of June (Father's Day). It would also have to be determined if the schedule change would require approval from the California Transportation Commission.*