

Invitation for Bids Number: 23-40

Addendum 2

Date: October 11,
2023

Acknowledgment of Addenda

The undersigned acknowledges receipt of the following addenda to the bidding document:

**THE COMPLETED ACKNOWLEDGEMENT OF ADDENDA FORM SHOULD BE
RETURNED WITH BID RESPONSE PACKAGE: NOT SENT TO RIPTA
SEPARATELY**

NOTE: Failure to acknowledge receipt of all addenda may cause the bid to be considered non-responsive to the solicitation. Acknowledged receipt of each addendum must be clearly established and included with the bid.

Name of Bidder

Street Address

City, State, Zip

Signature of Authorized Official

Date

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RESPONSES TO SUBMITTED QUESTIONS FOR RFP 23-40: SAFE STREETS FOR ALL PLANNING

Kimley-Horn

1. Reference on Page 90-91: "The consultant will come to the project kickoff with an initial list of datasets, documents, and any other materials needed from RIPTA, RIDOT, municipalities, and other parties as appropriate for this project. This list should be guided by the above anticipated data needs and can be confirmed at project kickoff. After further discussion with participating municipalities about their local goals and concerns, additional data needs may be added to this list."
 - a. Question: Can RIPTA clarify the data availability and collection task, and does the consultant need to budget for new data collection as part of the cost proposal submission?
 - b. RIPTA's Response: **RIPTA anticipates that the municipal plans can be developed using existing data, and additional data collection is not required. However, each municipality is unique and may have more or less data readily available for analysis. If the consultant feels that offering additional data collection is within budget and will lead to stronger municipal plans, they *may* add this to their proposal.**
2. Reference on Page 94: "Narratives cannot exceed 20 pages of exclusive attachments."
 - a. Question: Does the 20-page limit include all the additional attachments for the technical proposal such as resumes and the organizational chart? If so, does this include content such as the cover letter and table of contents?
 - b. RIPTA's Response: **The 20-page limit does not apply to additional attachments (i.e., resumes and organizational charts). The limit does not apply to the inclusion of a cover letter or a table of contents for the proposal. Resumes shall not exceed 1 page in length each. Applicable projects of a similar scope may not exceed 2 pages in length each.**
3. Reference on Page 95: "Descriptions of up to 3 previous applicable projects of a similar scope, not to exceed two pages in length each."
 - a. Question: Can 3 projects be provided for the prime consultant, as well as additional projects for subconsultants?
 - b. RIPTA's Response: **Due to the unique nature of this project, yes.**
4. Reference on Page 52: "Proposers understands that any condition other than stated in the specifications, clarification made to the above, or information submitted on or with this form, other than that requested, may render the Proposal non-responsive."
 - a. Question: Can any modifications to the contract terms and conditions in this RFP be submitted with the proposal for consideration?
 - b. RIPTA's Response: **No. Any proposals to change the contract terms and conditions should have been submitted at this time.**

5. Reference on Page 94 regarding Project Schedule Table
 - a. Question: Is there any flexibility in the 15-month schedule outlined in the RFP?
 - b. RIPTA's Response: **Yes, to an extent. It is RIPTA's intention to get as many local plans completed within 12 months from notice to proceed as possible, in order to align with the expected 2025 SS4A grant timeline. Municipalities who are more organized, have the majority or all the required data, and are ready to engage with us and the selected consultant (or team) will go ahead of others. The evaluation team will review submitted proposals and judge whether a respondent's extended timeline can be justified.**

WSP USA

1. Referenced in Page 96 it states that "Proposals that fail to provide a value proposition are incomplete and will not be considered." It goes on to state "Value propositions must also be developed in the manner outlined in the Submittal Requirements." However, the Submittal Requirements (beginning on page 94) include no specific mention of the "value proposition," nor do they provide clear guidance as to precisely what RIPTA is requesting.
 - a. Question: Please clarify this.
 - b. RIPTA's Response: **RIPTA is requesting all prospective respondents to submit a COST proposal for consideration. The use of "value proposition" in the RFP text is an error on our part. All cost proposals should be separate from the technical proposal and sealed in an envelope as these will be reviewed by the committee following deliberations on the technical submission.**

AECOM Technical Services

1. References on Page 51 and 94
 - a. Question: The number of copies requested on the page 51 and 94 of the pdf is one (1) original with three (3) copies and a digital copy on usb flash drive, while the number of copies requested on page 94 is (1) original with (2) copies and a digital copy on a usb flash drive. Which is the correct number of copies for submission to the selection committee?
 - b. RIPTA's Response: **Respondents should provide the following printed copies: one (1) original and three (3) copies. All submissions must also include (1) digital copy loaded onto a USB flash drive that is not password protected.**
2. References on Page 94 and 95
 - a. Question: On page 94-95 of the RFP within the submittal requirements it states, "Narratives cannot exceed 20 pages of exclusive attachments." Then the "The following additional attachments are required." Listing resumes, and organizational chart, description of up to three (3) projects, and project implement schedule. Then on page 95 under evaluation factors it lists the schedule and team roles as part of the approach. Should respondents count the org chart, resumes, and schedule as part of the 20-page narrative limit. Or do

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those pages fall under the relevant experience and project qualifications? Do Cover letters also count towards the narrative page count?

- b. RIPTA's Response: The 20-page limit does not apply to additional attachments (i.e., resumes or organizational charts). The limit does not apply to the inclusion of a cover letter or a table of contents for the proposal. Resumes shall not exceed 1 page in length each. Applicable projects of a similar scope may not exceed 2 pages in length each.

3. References on Page 93 and 94

- a. Question: Is the "SS4A Final Report" milestone the same as the "SS4A statewide plan" deliverable referenced on page 93?
- b. RIPTA's Response: The use of "SS4A statewide plan" in the deliverables on page 93 is an error and should be replaced with "SS4A statewide summary report"; therefore, these deliverables should say "Draft and final SS4A statewide summary report, in .pdf format" and "Design files for municipal plans and statewide summary report, if applicable". The SS4A Final Report milestone includes both the completion of the statewide summary report and the completion of all local safety action plans.

4. Reference on Page 89

- a. Question: On page 89, it states "A key element of this project will be coordinating with the 31+ participating municipalities and balancing their local, specific safety concerns with a standard safety plan development process." Can RIPTA confirm how many communities are participating in this effort and provide their names?
- b. RIPTA's Response: The below table shows the participating municipalities as of the time of this posting. RIPTA continues to have ongoing conversations with the remaining communities (except Providence) on whether or not they intend to participate.

Barrington	Bristol	Burrillville	Central Falls	Coventry
Cranston	Cumberland	East Greenwich	East Providence	Foster
Gloucester	Hopkinton	Johnston	Lincoln	Little Compton
Middletown	Narragansett	New Shoreham	Newport	North Kingstown
North Providence	Pawtucket	Portsmouth	Richmond	Smithfield
South Kingstown	Warren	West Greenwich	West Warwick	Westerly
Woonsocket				

5. Reference on Page 94:

- a. Question: Within submittal requirements there is no mention of how dividers and tabs will be considered towards the total page count. Our team is

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considering using 9" x 11" die-cut tabs as dividers for our sections, which fit into standard binders. Would the selection committee permit this?

b. RIPTA's Response: **Dividers and tabs do not count toward the 20-page limit.**

6. Reference on Page 73

a. Question: Are the insurance requirements outlined on page 73 required of subconsultants? Or is the expectation that the prime contractor is the sole consultant responsible for maintaining the insurance coverage requirements?

b. RIPTA's Response: **Subs are bound to the same insurance requirements.**