



July 19, 2022

## **NOTICE TO OFFERORS**

### **AFFILIATED AGENCIES**

*Orange County  
Transit District*

*Local Transportation  
Authority*

*Service Authority for  
Freeway Emergencies*

*Consolidated Transportation  
Service Agency*

*Congestion Management  
Agency*

*Service Authority for  
Abandoned Vehicles*

**SUBJECT: Request for Proposals (RFP) 2-2494  
"Consultant Services for Environmental Cleanup Program"**

Gentlemen/Ladies:

This letter shall serve as Addendum No. 1 to the above RFP issued by the Orange County Transportation Authority (OCTA). Offerors are reminded that the proposal submittal date is at or before **2:00 p.m., August 2, 2022.**

The following is a response to a written question received on or before 4:00 p.m. on July 14, 2022, as stated in the RFP package:

Question 1: The RFP notes both August 18 (pages 4 and 16) and August 25 (page 1) as potential interview dates. Please clarify if Offerors should hold both dates or August 25 only?

**Response 1: Interviews will be held August 25, 2022.**

Question 2: To adequately perform the scope of work in the RFP, it may be necessary to utilize more staff Job Functions than what is currently listed on the Price Summary Sheet. Is it acceptable to add rows to the Price Summary Sheet to add additional Job Functions, as necessary?

**Response 2: The price summary sheet already includes an area to add additional job functions and fully-burdened rates under "OTHER LABOR CHARGES."**

Question 3: During the course of the project, are we able to add additional staff to the project whose Job Function is represented on the Price Summary Sheet, but whose name is not listed explicitly on the org chart submitted with our proposal?

**Response 3: Yes, this would be done via an amendment to the contract to add additional staff.**

Question 4: Will the rates listed on the Price Summary Sheet be effective over the entire contract period of 5 years, or will there be an annual adjustment allowed? Can we submit a separate Price Summary Sheet for each of the 5 years of the contract term?

**Response 4: Rates will be effective over the entire contract period of five (5) years and no annual adjustment will be allowed. Offerors cannot submit a separate Price Summary Sheet.**

Question 5: RFP page 11, item C 3, requests a project schedule in terms of elapsed weeks. Since this contract covers 5 years, would it be acceptable to supply a contract schedule in terms of elapsed quarters rather than weeks?

**Response 5: Yes, this is acceptable.**

Question 6: Task 3 of the Scope of Work (RFP page 20) states, "Evaluate and assess the Tier 1 and Tier 2 grant programs needs and recommend, as appropriate, if OCTA should continue on this path and endeavor on a different funding approach(es);". Please clarify that the awarded firm will be asked to provide potential recommendations on if/how to change the structure of the existing Tier 1 and Tier 2 programs as opposed to developing recommendations for a new (or supplementary) funding program.

**Response 6: The M2 Environmental Cleanup Program to fund water quality improvement projects throughout Orange County will remain in place through the life of the M2 sales tax measure (2041). OCTA will request input and recommendations on the structure of future calls for projects (e.g., whether the Tier 1 and Tier 2 programs should remain separate, whether the calls should be combined, or other potential approaches).**

Offerors are reminded to acknowledge receipt of this Addendum No. 1 in their transmittal letters and Exhibit B, "Price Summary Sheet." All changes addressed in this Addendum No. 1 shall be incorporated into the final Agreement.

Questions regarding this Addendum No. 1 should be directed to the undersigned at [gtorres@octa.net](mailto:gtorres@octa.net).

Sincerely,



Gina Torres

Contract Administrator

Contracts Administration and Materials Management