



October 4, 2022

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) 2-2704, "91 Express Lanes Pavement Management Services"

Gentlemen/Ladies:

This letter and its Attachments comprise **Addendum No. 1** to the above captioned Request for Proposals issued by the Orange County Transportation Authority ("Authority").

1. Offerors are advised that the pre-proposal conference will be held on October 5, 2022 at 3:00 p.m., attendance will be limited to **teleconference. Prospective offerors may join or call-in using the following credentials:**
 - [Microsoft Teams Meeting Link](#)
 - Call-in Number: 916-550-9867
 - Conference ID: 285 355 903#
2. Offerors are advised that a copy of the pre-proposal conference presentation is presented as Attachment A to this Addendum No. 1.
3. **Offerors who attend the pre-proposal conference remotely must fill out the Pre-Proposal Conference Registration sheet presented as Attachment B to this Addendum No. 1, and email, no later than Wednesday, October 5 at 12:00 p.m. to mbornman@octa.net.**
4. Offerors are advised that the interview date has changed. The interview date is Tuesday, November 29, 2022.

Offerors are reminded to acknowledge receipt of this **Addendum No. 1** in their Letter of Transmittal, which is to accompany the proposal. Offerors are advised that 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 714-560-5064.

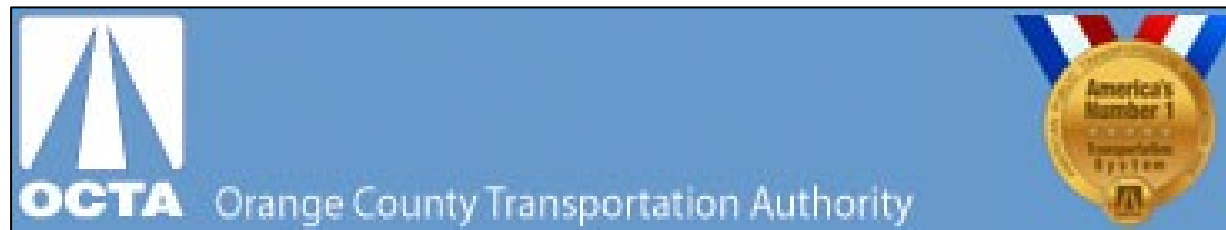
Sincerely,

Megan Bornman
Senior Contract Administrator
Contracts Administration and Materials Management

Attachments:

- Attachment A: Pre-Proposal Conference PowerPoint Presentation
- Attachment B: Pre-Proposal Conference Registration

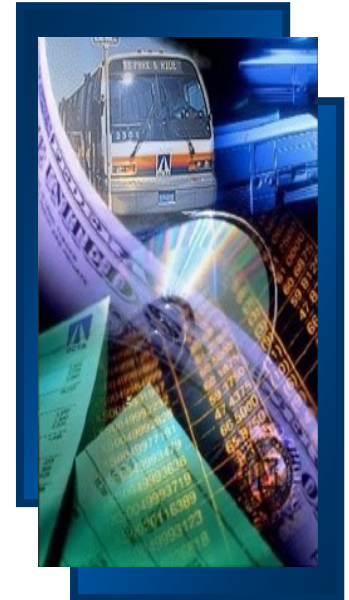
Pre-Proposal Conference for RFP 2-2704 91 Express Lanes Pavement Management Services



Agenda

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Introductions
- Safety/Emergency Evacuation
- Online Business and Networking Tools
- Key Procurement Information & Dates
- Review of RFP Documents
- Scope of Work
- Questions and Answer



CAMM NET Registration

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

Why register on CAMM NET?

<https://cammnet.octa.net/>

- To receive e-mail notifications of Solicitations, Addenda and Awards
- View and update your vendor profile
- Required for Award

Online Business & Networking Tools

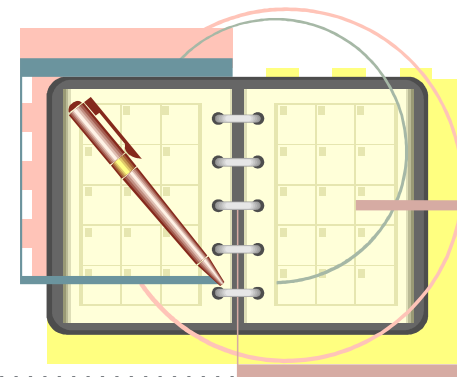
ADDENDUM NO. 1 TO
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- CAMM NET Connect
 - <https://www.facebook.com/CammnetConnect>
- Working with OCTA
 - <https://cammnet.octa.net/about-us/working/>
- Planholder's List
 - <https://cammnet.octa.net/procurements/planholders-list-selection/>

Key Procurement Dates

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

Written Questions Due:	October 7, 2022
OCTA Responds:	October 13, 2022
Proposals Due:	October 27, 2022, 2:00 PM
Interviews (revised date):	November 29, 2022
Board of Directors:	January 9, 2023



Key Procurement Information

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- All questions/contact with Authority staff should be directed to the assigned Contract Administrator, Megan Bornman (mbornman@octa.net)
- Next Addendum will contain a copy of the Pre-Proposal sign-in sheet
- Award based on prime-sub relationship, not joint ventures
- Contract term is for 5 years

Guidelines for Written Questions

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Questions must be submitted directly to Megan Bornman, Contract Administrator, in writing, by: Friday, October 7, 2022, **5:00 p.m.**
- E-mail recommended: mbornman@octa.net
- Any changes Authority makes to procurement documents will be by written Addenda only
- Addenda will be issued via CAMM NET
- Today's Verbal discussions today are non-binding

Next...
Proposal Instructions

Followed by...
Review of Scope of Work

Proposal Submittal Instructions

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Proposals are due by 2:00 p.m., October 27, 2022
- Proposals are to be submitted electronically as specified in the RFP.
- **PLEASE NOTE: Hard copy proposal submission will not be accepted for this RFP. Proposals must be submitted electronically at the link provided in the RFP, by the date and time indicated.**

Proposal Submittal Instructions (continued)

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Authority has the right to:
 - accept or reject any and all proposals;
 - withdraw or cancel the RFP;
 - postpone proposal opening for its own convenience.
- Proposals received are considered public information
- Proposals are not to be copyrighted

Proposal Content

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Letter of Transmittal
- Technical Proposal
 - a) Qualifications, related experience and references of Offeror
 - b) Proposed staffing and project organization
 - c) Work plan
 - d) Cost and Price
 - e) Exceptions / Deviations (Technical vs. Contractual)

Proposal Content (continued)

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

Forms:

- Exhibit D – Status of Past and Present Contracts
- Exhibit D – Campaign Contribution Disclosure Form
- Exhibit E – Level 1 Safety Specifications (not submitted with proposal)
- Exhibit F – Proposal Exceptions and/or Deviations

Note: Forms excluded from 50-page proposal limit.

Proposal Content (continued)

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Cost and Price Proposal – Exhibit B
 - Offeror shall submit proposed pricing to provide services described in Exhibit A, Scope of Work
 - The Offeror shall complete and sign the “ Price Summary Sheet” form included with this RFP (Exhibit B)

Evaluation and Award

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- All proposals, timely received, will be evaluated using the following evaluation criteria:

Qualifications of the firm	25%
Staffing and project organization	25%
Work plan	30%
Cost & Price	20%

- Evaluation Committee is comprised of internal OCTA staff

Evaluation and Award (continued)

ADDENDUM NO. 1 TO
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- “Short-Listed” firms will be invited to interview
- Interviews are scheduled for **November 29, 2022**
- Offerors are requested to keep this date available

Award

ADDENDUM NO. 1 TO
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ATTACHMENT A

- Award Process

- Evaluation Committee recommends highest ranking Offeror to the Regional Planning & Highways (RP&H) Committee
- RP&H Committee makes recommendation to Board of Directors (BOD)
- BOD may accept/reject staff's recommendation
- All firms submitting a proposal will be notified of Award via CAMM NET

Proposed Agreement

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Proposed Agreement
 - Please review the Proposed Agreement (Exhibit C) so you are aware of the contractual requirements of the solicitation
- Exceptions
 - Any exceptions/deviations must be identified in Exhibit F – Proposal Exceptions and/or Deviations Form and submitted with the proposal.



Proposed Agreement

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A

- Offerors are encouraged to review:
 - Article 3 - Scope of Work
 - Article 4 - Term of Agreement
 - Article 5 - Payment (Firm-fixed price)
 - Article 6 - Maximum Obligation
 - Article 9 - Insurance
 - Article 17 - Conflict of Interest/Prohibitions
 - Article 18 - Code of Conduct

Scope of Work

Josue Vaglienty, P.E.
Project Manager

Project Overview and Scope of Work

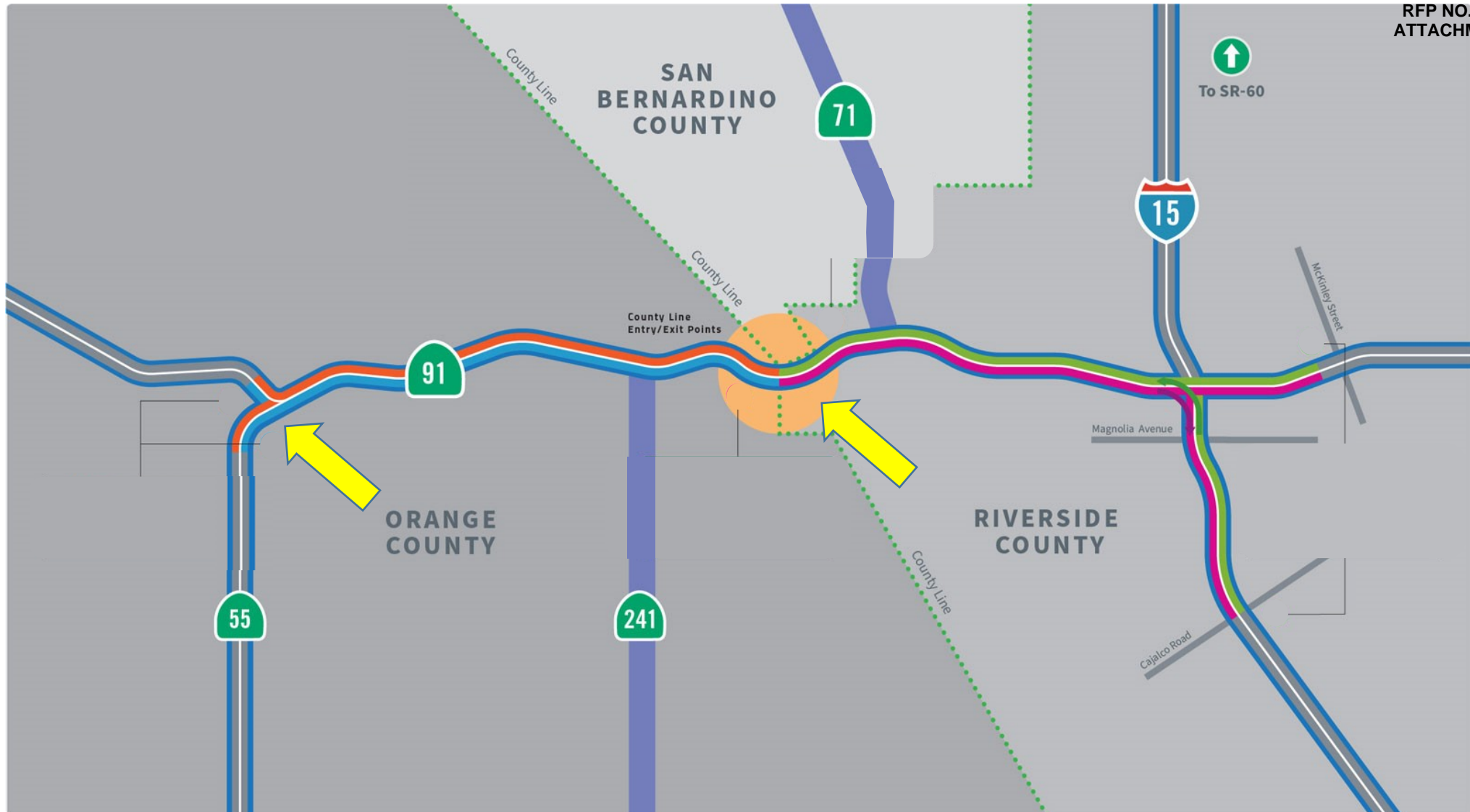


**PRE-PROPOSAL
CONFERENCE:
For
91 Express Lanes – Pavement
Management Services**

October 5, 2022

91 Express Lanes – Project Limits

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A



91 Express Lanes – Pavement Limits

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A



91 Express Lanes – Project Coordination

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT A



- Caltrans District 12 and TCA for SR-241/SR-91 Express Lane Connector
- Caltrans District 8 and RCTC for 91/71 Interchange
- Other 91 Express Lanes Projects (through RCTC and/or OCTA facilities)

91 Express Lanes – Milestone Schedule

ADDENDUM NO. 1 TO
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Milestone	Anticipated Timeframe
RFP Release	Sept 2022
Project Kickoff	Jan 2023
Complete Data Collection, Analysis, Draft PMR	Nov 2023
Complete Final PMR	Feb 2024
Complete First PMR Update	Feb 2026
Complete Second PMR Update	Feb 2028

91 Express Lanes – PMR-PMP

ADDENDUM NO. 1 TO
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ATTACHMENT A

Questions?



Vendor Video Training

ADDENDUM NO. 1 TO
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ATTACHMENT A

- How to Submit a Responsive Proposal to an RFP
- Developing a Winning Proposal
 - Both videos available at: <https://cammnet.octa.net/vendor-training/>

- Questions?



- Reminder.... Proposals are due @ 2:00 pm on October 27, 2022
- Please fill out a copy of the sign-in sheet if you have not done so yet.
- Please register on CAMM NET
- Thank you for your interest in OCTA!



PRE-PROPOSAL REGISTRATION

ADDENDUM NO. 1 TO
RFP NO. 2-2704
ATTACHMENT B

RFP 2-2704

Date: October 5, 2022

Title: 91 Express Lanes Pavement Management Services

-
1. Company Name: _____
- Attendee: _____
- Address: _____
- City, State Zip: _____
- Phone Number: () _____ Registered on CAMM NET? ☐ Yes ☐ No
- E-Mail Address: _____
-
2. Company Name: _____
- Attendee: _____
- Address: _____
- City, State Zip: _____
- Phone Number: () _____ Registered on CAMM NET? ☐ Yes ☐ No
- E-Mail Address: _____
-
3. Company Name: _____
- Attendee: _____
- Address: _____
- City, State Zip: _____
- Phone Number: () _____ Registered on CAMM NET? ☐ Yes ☐ No
- E-Mail Address: _____
-
4. Company Name: _____
- Attendee: _____
- Address: _____
- City, State Zip: _____
- Phone Number: () _____ Registered on CAMM NET? ☐ Yes ☐ No
- E-Mail Address: _____