



April 13, 2023

## **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) 3-2336  
"Consultant Services for Transportation Funding Programs"**

**All Offerors:**

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., April 26, 2023**.

Offerors are advised that Exhibit A, Scope of Work has been revised and attached to this Addendum No. 1. Offerors shall base pricing on this revised Scope of Work.

The following are responses to written questions received on or before April 11, 2023, as stated in the RFP:

- Question**      1: Please clarify whether we should assume a 12-month or 18-month project schedule? The RFP references two different requirements:
- Budget for this project is \$200,000 for an 18-month term.
- Project is expected to be completed no more than 12-months from the contract award.
- The Authority's intention is to award a firm-fixed price contract for an 18-month term.
- Response**      1: Please see revised Exhibit A, attached to this Addendum No. 1. As per the Scope of Work, this project is expected to be completed no more than eighteen (18) months from the contract award.

Offerors are reminded to acknowledge receipt of this Addendum No. 1 in their transmittal letter.

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

Sincerely,

*Yarida Guzman*

Yarida Guzman  
Senior Contract Administrator  
Contracts Administration and Materials Management

## REVISED SCOPE OF WORK

### State Route 91 TransModeler Microsimulation Model

#### BACKGROUND

The Orange County Transportation Authority (OCTA) is seeking the services of a consultant to develop a Microsimulation Model (91 Model) for State Route 91 (SR-91) from just east of State Route 57 (SR-57) in Orange County to Artesia Boulevard in Los Angeles County. The model shall involve both creation of the network and creation of the demand, as well as include all required calibration and validation of the model. The project is expected to be completed no more than **eighteen (18) months** from the contract award.

The 91 Model will be used to forecast and analyze bottlenecks, travel times, managed lane usage, and other metrics for this section of the SR-91 corridor. It will include both an existing and future (2030) scenario.

#### 1. TASKS:

##### a. Task 1: Project Management and Administration

The Consultant Project Manager shall manage and oversee all technical aspects of the project and ensure the timely and integrated production of all project work tasks. The Consultant shall report the status of the project budget, work effort, progress, and schedule to the OCTA Project Manager on a regular basis and manage critical path activities that must be completed as planned to maintain the project schedule. Reports shall provide the necessary information to demonstrate the work is being accomplished as required and to facilitate invoice review and approval. OCTA and Consultant may use Microsoft Teams for document review, e-meetings, and transfer of electronic project files.

Deliverables:

- Development of meeting minutes, agendas, and action item lists with responsible parties identified (electronic copies in .doc format)
- Monthly progress reports and Invoices (electronic copies in .pdf format)

##### b. Task 2: Data Collection and Development

Consultant shall collect, develop, and organize all data required to develop the 91 Model from east of SR-57 to Artesia Boulevard. OCTA will provide access to the Orange County Transportation Analysis Model (OCTAM) or OCTAM outputs to help develop future demands. The Consultant will be responsible for gathering and developing all other data required for expanding the 91 Model. This may include

but not be limited to: traffic counts, vehicle occupancy information, travel time data, highway geometrics, and signal timing information.

Deliverables:

- Technical memo on data collection and development effort (electronic copy in .doc format)
- All data collected for the project (electronic format)

**c. Task 3: Model Development**

The Consultant shall develop the 91 Model Existing and Future (2030) demands using the data collected and developed in Task 2. The model shall include Existing and Future (2030) network components including freeway general purpose lanes, managed lanes, on-ramps, off-ramps, auxiliary lanes, and other transportation elements along the freeway corridor that the consultant deems important for the corridor. The model shall be developed for Existing and Future (2030) conditions for the AM and PM peak periods in both directions. The model shall be able to summarize and report on the different metrics including but not limited to throughput, delay, and other relevant metrics.

The Consultant shall calibrate and validate the entire 91 Model using generally accepted statistical tests and measures of model performance. As part of the validation effort, Consultant shall ensure the model can account for changes in travel patterns due to congestion. The final model will be delivered to OCTA along with technical memos, a user guide and training, and a presentation. OCTA will review and approve each of the deliverables, and the Consultant shall make changes based on OCTA comments.

Deliverables:

- Draft Existing and Future Model (2030) for AM and PM Peak Periods (in TransModeler) in both the eastbound and westbound directions
- Final Existing and Future Model (2030) for AM and PM Peak Periods (in TransModeler) in both the eastbound and westbound directions
- Technical memo documenting the work including model development, calibration, and validation elements (electronic copies in .doc format)
- User Guide (electronic copies in .doc format)
- A training session and presentation on the developed model at OCTA (electronic copies in .ppt format)