



*AFFILIATED AGENCIES*

*Orange County  
Transit District*

*Local Transportation  
Authority*

*Service Authority for  
Freeway Emergencies*

*Consolidated Transportation  
Service Agency*

*Congestion Management  
Agency*

December 7, 2023

**SUBJECT: Request for Proposals (RFP) 3-3013  
“Construction Management Services for Signal  
Improvements”**

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. An on-site pre-proposal conference will be held on **December 13, 2023**, at **9:00 a.m.**, at the Authority’s Administrative Offices, 500 South Main Street, Orange, California, in **Conference Room 09**. All prospective Offerors are encouraged to attend the pre-proposal conference.

Participation via teleconference will also be available. Prospective Offerors may join or call-in using the following credentials:

- [Click here to join the meeting](#)
- Call-in number: +1 916-550-9867
- Conference ID: 316 703 134#

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 plan to attend the pre-proposal conference remotely are requested to submit via e-mail to [mle1@octa.net](mailto:mle1@octa.net), no later than Tuesday, December 12, 2023 at 5:00 pm, the Pre-Proposal Conference Registration Sheet which is presented as Attachment B to this Addendum No. 1.**

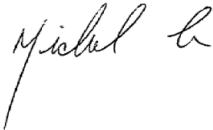
Offerors are reminded to acknowledge receipt of this **Addendum No. 1** in their Letter of Transmittal, which is to accompany the proposal. Offerors are advised that all changes addressed in this **Addendum No. 1** shall be incorporated into the final Agreement.

December 7, 2023

Page 2

Questions regarding this Addendum No. 1 should be directed to the undersigned at 714-560-5314 or mle1@octa.net.

Sincerely,

A handwritten signature in cursive script, appearing to read "Michael Le".

Michael Le

Senior Contract Administrator

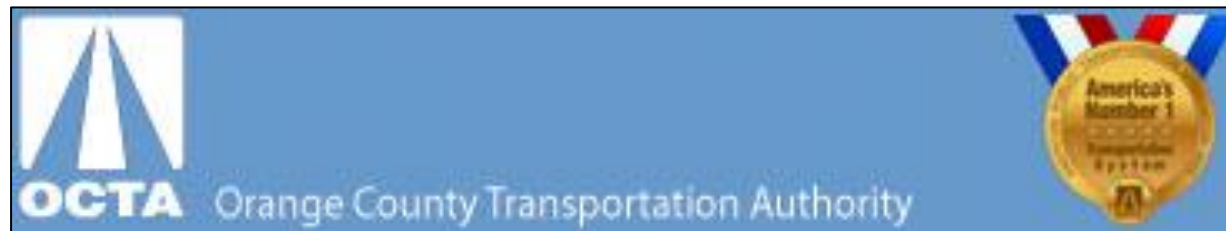
Contracts Administration and Materials Management

Attachments:

Attachment A: Pre-Proposal Conference Presentation

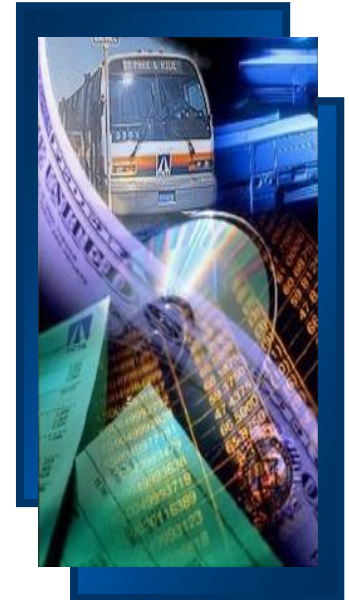
Attachment B: Pre-Proposal Conference Registration Sheet

# Pre-Proposal Conference for RFP 3-3013 Construction Management Services for Signal Improvements



# Agenda

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



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

RFP 3-3013  
ADDENDUM NO. 1  
ATTACHMENT A

- 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

RFP 3-3013  
ADDENDUM NO. 1  
ATTACHMENT A

Written Questions Due:

December 14, 2023

OCTA Responds:

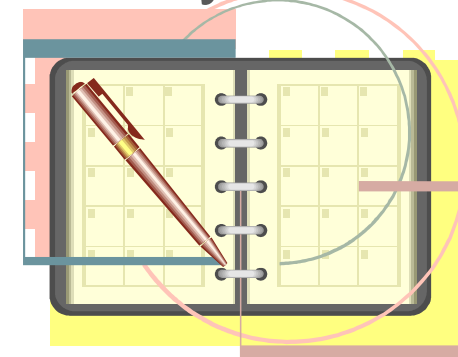
December 21, 2023

Proposals Due:

January 8, 2024, 2:00 PM

Interviews:

February 5, 2024



# Key Procurement Information

RFP 3-3013  
ADDENDUM NO. 1  
ATTACHMENT A

- All questions/contact with Authority staff should be directed to the assigned Contract Administrator, Michael Le
- 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 three years
- Funded with Measure M2 funds



# Key Procurement Information

To prevent potential conflicts of interest, the following prohibitions apply to this solicitation:

- The prime consultant firm, including all subconsultants (at any tier) awarded this contract to perform construction management services for signal improvements will be ineligible to participate (at any tier) in the contract for construction services for signal improvements.
- The firm, including all subcontractors (at any tier), regardless of the level of service provided by said subcontractor(s), awarded the design services contract for signal improvements, may not submit a proposal for this procurement.
- Offeror(s) are advised that the evaluation of conflicts of interest situations with regards to team composition will be done on a case-by-case basis, when such evaluation is requested prior to submitting a proposal.

# Guidelines for Written Questions

RFP 3-3013  
ADDENDUM NO. 1  
ATTACHMENT A

- Questions must be submitted directly to Michael Le, Contract Administrator, in writing, by: **December 14, 2023, 5:00 p.m.**
- E-mail recommended: [mle1@octa.net](mailto:mle1@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

RFP 3-3013  
ADDENDUM NO. 1  
ATTACHMENT A

- Proposals are due by 2:00 p.m., **January 8, 2024**
- Proposals are to be submitted electronically as specified in the RFP.
- The link has an upload file size limit of 80MB.
- The Authority will not accept hard copy proposals for this RFP.

# Proposal Submittal Instructions (continued)

RFP 3-3013  
ADDENDUM NO. 1  
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

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

# Proposal Content (continued)

- Cost and Price Proposal
  - Only technical qualifications are to be submitted at this time
  - No cost/price information is to be submitted
  - Only highest ranked Offeror will be asked to submit a detailed cost proposal
    - Negotiations will commence based on both the cost and technical proposals

## Forms:

- Exhibit C – Status of Past and Present Contracts
- Exhibit C – Proposal Exceptions and/or Deviations
- Exhibit H – Safety Specifications (not submitted with proposal)

*Note: Forms excluded from 50-page proposal limit.*



# Evaluation and Award

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

Qualifications of the firm	20%
Staffing and project organization	40%
Work plan	40%

- Evaluation Committee comprised of internal OCTA staff and external members

# Evaluation and Award (continued)

- “Short-Listed” firms will be invited to interview
- Interviews are scheduled for **February 5, 2024**
- Offerors are requested to keep this date available

- Award Process
  - Evaluation Committee will make recommendation to Authority's management
  - All firms submitting a proposal will be notified of Award via CAMM NET

# Proposed Agreement

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



# Proposed Agreement

- Offerors are encouraged to review:
  - Article 3 – Scope of Work
  - Article 5 – Payment
  - Article 9 – Insurance
  - Article 30 – Health and Safety Requirements

# Scope of Work

Amy Tran

Principal Transportation Analyst

Project Overview and Scope of Work

- Regional Traffic Signal Synchronization Program (RTSSP or Project P)
  - Funded by Measure M2 (OC Go)
  - Annual call for projects
  - Signal synchronization and traffic signal infrastructure upgrades

- **3 Separately Funded Projects**

- Bake Parkway and Rockfield Boulevard RTSSP project
- Crown Valley Parkway RTSSP project
- Moulton Parkway RTSSP project

- **Upgrades**

- **Communication:** *cell modem; conductor signal cable; Ethernet switches; fiber distribution unit, splice enclosure, accessories, and termination; fiber optic cabling; pullboxes; polyvinyl chloride conduit*
- **Field elements:** *APS, bike push buttons, Braille signs, closed-circuit television, emergency vehicle pre-emption, global positioning system unit, traffic signal cabinet (new, modified, or existing foundation), temp cabinet, traffic signal controller, uninterruptible power supply w/side mounted cabinet*
- **Removal of existing equipment**



- Questions?



- Reminder.... Proposals are due @ 2:00 pm on January 8, 2024
- Please submit a completed registration sheet
- Please register on CAMM NET



# PRE-PROPOSAL REGISTRATION

RFP 3-3013  
ADDENDUM NO. 1  
ATTACHMENT B

RFP 3-3013

Date: December 13, 2023

Title: Construction Management Services for Signal Improvements

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

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

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

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