

JULY 13, 2020

TO: All Responders under Request For Proposal No. 20-500543

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. 3

Request For Proposals (RFP) No. 20-500543, *Unified 2050 CTP and Comp Plan*, is hereby amended as follows:

1. The following questions are provided for bidders' information.

A.	Question:	During the pre-proposal meeting, the possibility of a DBE/MBE goal or requirement was mentioned. Is there any further guidance on this?
	Answer:	DBE goal is 19% minimum. See Exhibits 2 and 3.
B.	Question:	During the pre-proposal meeting, it was mentioned that the County is working internally on the 5 year Comprehensive Plan update to precede the full 10 year update that will be conducted as part of the a Unified Plan effort. What, if any, elements and requirements of the 5 year update (such as SWOTs, Needs and Opportunities, etc.) are anticipated to be utilized directly in the 10 year update?
	Answer:	Georgia Department of Community Affairs (DCA) sets the requirements of the Comprehensive Plans and subsequent updates. All requirements in the 10-year update must be met. The 10-year update is more extensive than a five year. The approved 5-year update document should be considered/used in its entirety in the 10-year update.
C.	Question:	Likewise, the presentation indicated that the 5 year update is anticipated for an October 2021 submission to DCA with Unified Plan activities to continue into the year 2022. However, the RFP indicates that "All work and services required under this subgrant agreement shall be completed on or before October 31, 2021. " Therefore, we appreciate clarification on the intended timeframes for the 5 year update as well as the deadline for the submittal and eventual adoption of the 10 year Comprehensive Plan update and the Comprehensive Transportation Plan.

	Answer:	<p>In terms of the five-year update, it is due to DCA October 31, 2021. DeKalb staff will submit the five-year update to DCA for review by the 1st quarter of 2021 to meet the October 31, 2021 deadline. That will satisfy the timeline commitment for DCA.</p> <p>The contract end date for the 2050 Unified Plan is October 31, 2021. That date is not imperative to the DCA deadline, because the 2050 Unified Plan is a full 10-year update. DCA requires a 45 to 60 day review period, before final verification. DeKalb's full update to DCA is due in 2026.</p>
D.	Question:	<p>During the pre-proposal meeting, a slide regarding the comprehensive plan schedule alluded to a Service Delivery Strategy deliverable. Is this an item intended for the consultant to prepare? If so, will a detailed scope outlining tasks and expectations for this component be provided in a future addendum?</p>
	Answer:	<p>The Service Delivery Strategy update is not a requirement intended for the chosen consultant to prepare. County staff work with the staff of each Municipality to update this section. Though this section is necessary for the approval of the Comprehensive Plan, there will be no Scope of Work impact for the chosen consultant.</p>
E.	Question:	<p>During the pre-proposal meeting, it was suggested that the slide presentation would be made available. Can we expect this in a future addendum?</p>
	Answer:	<p>Yes, it is included in Addendum No. 3</p>
F.	Question:	<p>The RFP scope makes several references to a desire for detailed corridor transportation analyses. Have these corridors already been determined and/or a set number of corridors been identified? If so, can you please indicate how many (or which) corridors are identified?</p>
	Answer:	<p>No, they will be determined during the early stages of the project. We anticipate three smart corridor analysis in unincorporated DeKalb with coordination with the cites.</p>
G.	Question:	<p>What is the anticipated total budgeted amount for this contract?</p>
	Answer:	<p>The budget is not disclosed.</p>
H.	Question:	<p>Are Attachments A, B, C, D, E and G required to be submitted with the proposal or are they all parts of the Sample Contract?</p>

	Answer:	All of the attachments must be submitted with the proposal.
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I.	Question:	Are Subcontractors required to fill and return Attachment H: Exhibits 1-4 along with the Prime?
	Answer:	Only the Prime contractor is required to complete Attachment H

J.	Question:	Are Subcontractors required to fill out and return Attachment I or is this for the Prime only?
	Answer:	Only the prime contractor is required to complete Attachment I

K.	Question:	Is there a set page limit or font requirement for this proposal?
	Answer:	The set page limit is 30 pages and does not include required documents, GDOT qualifications, and resumes. The minimum font is 11 pts.
L.	Question:	Does Dekalb County use a Linear Referencing System (LRS) to denote locations of projects in the CTP and CPU?
	Answer:	No. We will provide any GIS data such as topo and basic attributes.

- The DeKalb First Local Small Business Enterprise Ordinance is hereby deleted and no longer a requirement of this RFP.
- The Atlanta Regional Commission's Disadvantaged Business Enterprise (DBE) Plan is hereby incorporation as a requirement of this RFP.

The following project numbers should be referenced in the DBE submissions:

ARC's Project No. is AR-004-2019
GDOT Project No. is 0014984

4. The Evaluation Criteria has been changes as follows:

A. Technical Approach to the Project	25 points
B. Project Management	15 points
C. Experience of Consultants	20 points
D. Qualification of Staff/Management	15 points
E. Financial Responsibility	5 points
F. References	10 points
G. DBE Participation	10 points
H. Optional Interview (<u>10</u> points) - bonus	

5. The proposal due date is hereby extended to **July 31, 2020**.

6. Question submission period is extended to **July 17, 2020 at 5:00 PM, EST**

7. The following attachments are hereby incorporated as a part of this RFP:

Exhibit One – 2020 Unified Plan Power Point Presentation
Exhibit Two – 2020 Federal Transportation Funding Part 172
Exhibit Three – DBE Plan 2019 Public - Redacted

6. All other conditions remain in full force and It is the responsibility of each bidder to ensure that he/she is aware of all addenda issued under this RFP. Please sign and return this addendum. You may contact Charles Smith, Procurement Manager, at cnsmith1@dekalbcountyga.gov before the proposals are due to confirm the number of addenda issued.

Charles N. Smith
Procurement Manager – Team A
Department of Purchasing and Contracting