



**REQUEST FOR PROPOSALS
FOR
PROFESSIONAL ENGINEERING AND PUBLIC OUTREACH SERVICES
FOR
ARTS & MUSIC LINE ATP NON-INFRASTRUCTURE PROGRAM

ADDENDUM**

Addendum Date: August 24, 2023

Purpose: This addendum supplements, amends, and takes precedence over the original Request for Proposals (RFP) and shall be considered when preparing bid proposals and shall become part of the Contract documents. Offerors shall review the Addendum work and requirements in detail and incorporate any effects the Addendum may have into their scope of services and cost proposal.

Note: All requirements of the RFP documents remain unchanged except as cited herein.

Questions & Requests:

The following are responses to the questions received by the Coachella Valley Association of Governments (CVAG) as of 2:00 p.m., August 23, 2023.

1. **Question:** Would you be able to push the due date out another week, due to the holiday?

Response: No.

2. **Question:** What is the email subject line to read when we submit our proposals?

Response: *There is a typo in Section III.A of the RFP (page 17) The subject line of the email submitting the Technical and Fee Proposals should read "Arts and Music Line – Non-Infrastructure Services Proposal".*

3. **Question:** Are we able to include an 11x17 page within our proposal? If so, will it be counted as 2 pages?

Response: *Yes, if the page is a map or exhibit; but overall, the document should be formatted at 8 ½ x 11.*

4. **Question:** Can outreach firms submit a proposal for just the outreach, engagement, and education pieces or should we plan to partner with firms who can lead the design work?

Response: Only proposals for all requested services will be accepted. Partnerships addressing all requested services are welcomed.

5. **Question:** Is (sic) the anticipated budget of \$779,000 include the early design work or is that the anticipated budget for the outreach and education?

Response: The anticipated budget of \$779,000 is for all services requested in the RFP.

6. **Question:** On page 24 of the RFP, under section V. Scope of Work, A. Program Expectations, there is a reference to CVAG leveraging its partnerships for a social media campaign and website for the non-infrastructure programs to help maintain participation and store information. Is the social media campaign and website part of the scope of work for this proposal? If not, are you at liberty to share who has been selected to perform this work?

Response: The social media campaign and website mentioned in Section V.A. are included in the services requested in the RFP. Example partnerships could include local agencies' existing social media and websites.

7. **Question:** On page 25 of the RFP, under section V. Scope of Work, A. Program Expectations, it states that the project will be augmented with an extensive Bicyclist and Pedestrian Safety and Education Awareness Campaign that will include several events to promote safety including a Bicycle Rodeo, Bike Train, Walking School Bus, quarterly bicycle skill rides with League Certified Instructors (LCI), and an extensive media safety campaign. Is the Bicyclist and Pedestrian Safety and Education Awareness Campaign part of the scope of work for this proposal? If not, are you at liberty to share who has been selected to perform this work?

Response: The functions and events listed in Section V.A. are included in the requested services in the RFP.

8. **Question:** Is a list of attendees of the Pre-Proposal Meeting available?

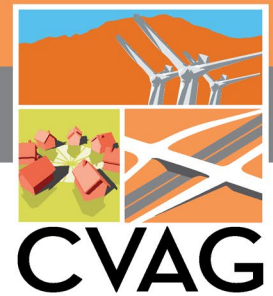
Response: See Attachment 1.

Acknowledgement: Offerors must acknowledge receipt of this Addendum by signing in the space provided below. This signed Addendum shall be included in the appendices section of the Technical Proposal. Failure to do so may result in rejection and disqualification of the Proposal.

Authorized
Signature: _____ Date: _____

Company: _____

**Attachment 1.
Pre-Proposal Meeting – List of Attendees**



Meeting: Arts & Music Line NI Pre-Proposal Meeting
Date: August 9, 2023
Time: 11:00 AM – 11:45 AM
Location: Virtual (Microsoft Teams Meeting)

Internal Attendees:

- **(HOST)** Randy Bowman – CVAG
- Alex Block – CVAG
- Allen McMillen – CVAG
- Emmanuel Martinez – CVAG

External Attendees:

- Adam Chase – CR Associates
 - Phone: (805) 630-3763; Email: achase@cramobility.com
- Christopher Alberts – Michael Baker International
 - Phone: (760) 346-7481; Email: calberts@mbakerintl.com
- Jessica Harleaux – Arellano Associates
 - Phone: (909) 627-2974 x. 1295; Email: jharleaux@arellanoassociates.com
- Josh Zipperman – Burke Rix Communications
 - Phone: (760) 327-9708 x24; Email: Josh@BurkeRix.com
- Lars Christiansen – CR Associates
 - Phone: (213) 374-0625; Email: lchristiansen@cramobility.com
- Naomi Willis – Kimley-Horn Associates
 - Phone: (619) 744-0108; Email: naomi.willis@kimley-horn.com

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