



Finance Department
Purchasing Division

REQUEST FOR QUALIFICATIONS (RFQ)
Specification No. 19-11289-C
FOR
ON-CALL TRAFFIC ENGINEERING SERVICES
PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY

ADDENDUM "A"
1/25/2019

Dear Proposer:

Questions received from proposers along with answers are attached.

Proposals/bids must be received no later than 2:00 pm, on Tuesday, February 5, 2019. All responses must be in a sealed envelope and have "**ON-CALL TRAFFIC ENGINEERING SERVICES**" and **Specification No. 19-11289-C** clearly marked on the **outer most mailing envelope**.

Mail or Hand Deliver To:

City of Berkeley
Finance Department/General Services Division
2180 Milvia Street, 3rd Floor
Berkeley, CA 94704

Proposals/bids will not be accepted after the date and time stated above. Incomplete bids that do not conform to the requirements specified herein will not be considered.

Thank you for your interest in working with the City of Berkeley for this service. We look forward to receiving your response.

Sincerely,

Shari Hamilton
General Services Manager

Addendum “A”

Questions and Answers for Specification No. 19-11289-C PROJECT NAME ON-CALL TRAFFIC ENGINEERING SERVICES

The City of Berkeley has received questions from some potential respondents regarding **Specification No. 19-11289-C, PROJECT NAME ON-CALL TRAFFIC ENGINEERING SERVICES**. In an effort to provide the same information to all, listed below are the questions received to date, with responses from City staff.

1. Q. Would the “Point Engineer” referred to on page 3 of the RFP be the person who oversees the contract? Or the person who would supervise and be responsible for the tasks carried out? And would a TE license for that person be sufficient, or should that person be a Civil PE?

1. A. “Point Engineer” shall be a licensed Traffic Engineer who would supervise and be responsible for the assigned tasks. This person needs to be a highly experienced engineer with minimum of 10 years’ experience.

2. Q. Since this is an on-call, there are several types of work for which we would apply different methodologies, and the scope of work will vary by project - are you looking for a general understanding of how the on-call will work, or a sample of possible work plans for a sample of possible projects?

2. A. A sample of possible work plan for possible projects will be helpful.

3. Q. It is our understanding that we will be providing hourly rates in the body of the proposal - are you looking for us to provide a separate fee schedule as part of the on-call proposal?

3. A. We do not need a separate fee schedule, the hourly rates in the body of the proposal, section “II- Scope of Services” table is sufficient.

Except as provided herein all other terms and conditions remain unchanged.