

Addendum #5

lrgvdc

From: lrgvdc
Sent:
To:
Cc:
Subject: RE: Safe Streets for All (SS4A) Proposal
Attachments: Addenda.Acknowledgement.Form.pdf

Good Morning,

Thank you for your interest in the RGVMPPO RFP. Responses to your inquiry are in red text below following the question.

Good Afternoon,

We have a few questions listed below regarding the Safe Streets for All (SS4A) Request for Proposal.

- Do we need to fill in the Forms DBE 1, 2, and 3 if we are the prime consultant and are DBE certified as well?
If you are DBE certified please identify that on form DBE 1 on the Name of Proposer line and attach your most updated DBE certificate to the submittal as confirmation, and Forms DBE 2 or 3 need not apply in this case.
- Do we need to include any other forms besides Forms DBE 1, 2, and 3?
Please attach your most updated DBE certificate to the submittal as confirmation that you are DBE certified.
- Do we follow the order of items listed in Part V TECHNICAL PROPOSAL REQUIREMENTS on pages 9 and 10 which states "The required contents for the Technical Proposal are presented below in the order they should be incorporated into the submitted document" or Part VI TECHNICAL PROPOSAL FORMAT on pages 11 and 12 when compiling/organizing are submission?
Please follow the order of items listed in Part V TECHNICAL PROPOSAL REQUIREMENTS on pages 9 and 10.
- Do you want tabs to separate the sections?
Tabs can be used to separate the sections. While not strictly necessary, using tabs can make it easier to find and review specific sections.
- In 6.1 Introduction it states, Respondent must demonstrate their understanding of the critical elements of a performance review by specifically addressing and describing respondent's approach to providing the required, service and deliverable listed; the staffing and state resources that will be devoted and required to fulfill each task; the proposed time schedule required to complete each task. Can you please clarify what the "state resources that will be devoted and required to fulfill each task" is asking for?
In the context of the statement provided, "state resources that will be devoted and required to fulfill each task" refers to the resources provided by the consultant that are necessary for the successful completion of the tasks outlined in the performance review. These resources could include both human resources (staffing) and non-human resources.
 1. **Human Resources (Staffing): This involves specifying the personnel or staff members who will be assigned to each task. It may include their roles, qualifications, and responsibilities. This section should outline the expertise and skills required for each task and how the respondent plans to ensure that the right people are allocated to the project.**
 2. **Non-Human Resources: This encompasses any non-human elements required for task fulfillment. It could involve equipment, technology, facilities, or any other materials necessary for the successful execution of the tasks. For example, if the tasks involve data analysis, the respondent might need access to specific software or databases. If it involves fieldwork, there might be a need for transportation or specialized tools.****In summary, list the resources needed to complete the task or list the staff and have a clear breakdown of hours expected to complete the task.**
- The RFP states "8.6 Inquiries and Administrative Guidance - The respondent must acknowledge receipt of all addenda (amendments) by completing and emailing the Addendum Response Form to LRGVDC at lrgvdc@lrgvdc.org." Can you please provide the form?
Please see attached Form.

- The RFP states “8.6 Inquiries and Administrative Guidance - The respondent must acknowledge receipt of all addenda (amendments) by completing and emailing the Addendum Response Form to LRGVDC at lrgvdc@lrgvdc.org.” Please confirm that the form is to be returned with our submittal?
Yes, the form can be returned with your submittal.
- Can we please get the dates that our agency will be closed between December 20th to January 2nd and will not be accepting deliveries?
Our agency will be closed on Dec. 25th, and Dec. 26th, 2023 and on January 1st, 2024, for the holidays.

Thank you,

Lower Rio Grande Valley Development Council