



February 1, 2108

**TO: HOLDERS LIST**

**SUBJECT:** Transportation Planning Analysis, Conceptual Design, ITS, and Communication Consulting Services  
CONTRACT NO. 070783

**ADDENDUM NUMBER # 01**

This addendum is issued to add, clarify and amend the following:

**CONTRACTING DESCRIPTION**

The Port will select the most qualified teams (team includes all key members whether from the prime consultant firm or subconsultants for all necessary project services) and enter into negotiations with the intent of issuing ~~one (1)~~ up to two (2) professional service contracts based upon the information provided herein.

The contract period of performance will be 24 months from contract execution.

At the sole option of the Port, the contract may be extended as needed through contract amendments however no new task orders will be issued after 36 months from the date of contract execution. The Port does not guarantee all disciplines of services will be used nor does the Port guarantee a specific volume of work under the contract(s).

The Port will issue a request for proposal for each task order which will define the work being requested. The Consultant will be expected to meet with the Port to discuss new task orders being issued under this contract and then submit a fee proposal and schedule to the Project Manager. Task Orders issued under this contract may not in any case exceed \$150,000.



#### **D. INSTRUCTIONS TO PROPOSERS & EVALUATION CRITERIA:**

##### **PROCUREMENT PROCESS**

##### **SOLICITATION TIMELINE:**

Issuance of RFQ	January 19, 2018
Pre-Proposal Conference	<b>OPTIONAL</b> -Thursday, January 25, 2018 @ 10:00AM (PST) 1 Sitcum Plaza
Last Day To Submit Questions	<del>January 29, 2018</del> <b>February 2, 2018</b>
<b>SOQs due</b>	<del>February 6, 2018 @ 2:00PM (PST)</del> <b>February 8, 2018 @ 2:00PM (PST)</b>
Short List Consultants*	February 15, 2018
Interviews (if required)*	Week of February 26, 2018
Final Selection*	March 2, 2018
Execute Contract*	March 2018

\*Dates with an asterisk are estimated dates and are for information purposes only.

#### **TERMS & CONDITIONS-ATTACHMENT B**

##### **31. On-Call Definitions Supplementary Conditions**