



September 29, 2022

SUBJECT: Letter of Clarification No. 1
Bay Area Bicycle and Pedestrian Safety Plan

REF: Solicitation No.: TRN22-13

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

To provide a response to potential respondent(s) questions. The following questions and H-GAC responses are hereby incorporated and made part of the Solicitation:

Question 1: Will the attendance sheet be posted for this project's pre-proposal meeting?

Answer: *Yes, attendance and pre-proposal slides are posted on the solicitation site.*

Question 2: Has a budget been approved for this project yet?

Answer: *The budget has not yet been disclosed.*

Question 3: Attachment 1 - Past Performance Questionnaire – Question 3. Please provide responses to the questions for three contracts or grants under which you have provided similar services in the past thirty-six (36) months. If you had a contract with a Metropolitan Planning Organization or similar entity, please include them in the list. H-GAC reserves the right to verify the information listed.

Can you confirm if these 3 projects can be different from Tab G. Examples of Work?

Answer: *The three examples of work provided for Section G. can also be used in the Past Performance Questionnaire, or the Proposer may choose to provide three additional projects for a total of six.*

Question 4: When would the pre-award audit take place in the selection process?

Answer: *Items required for the pre-award audit (pg.4) will be requested from the selected Proposer during the contracting process.*

Question 5: Are there page limits for sections E. Responsibility and Qualifications and G. Examples of Work?

Answer: *Sections without a stated page count are unlimited.*



Question 6: Section G. Examples of Work requires we submit at least three non-H-GAC and relevant examples of previous work completed within the last 36 months. The Past Performance Questionnaire in section H. Past Performance also requires three projects completed in the last 36 months. Should these be the same projects, or should we have six separate projects completed in the last 36 months?

Answer: *Please see Q5.*

Question 7: For the Past Performance Questionnaire, do we need to fill out the provided PDF, or can we take the information and format it to match the rest of the submittal?

Answer: *Please fill out the provided PDF.*

Question 8: Do we need to include references in section G. Examples of Work??

Answer: *Yes.*

Question 9: Section B. Signature Page requires the signed and completed signature page, along with “all required/applicable forms of the checklist provided on the last page of this solicitation.” The other two forms listed are the Small and Minority Businesses, Women’s Business Enterprises, and Labor Surplus Area Affirmation Form and the Past Performance Questionnaires, both of which are required in separate sections. Can you please confirm that we only need to provide the signature page in section B?

Answer: *Please provide the signature page in Section B., the other forms can be provided in their respective sections.*

Question 10: Will additional traffic counts need to be collected as part of this effort? Task 1 mentions collecting any data necessary but not sure if we will utilize existing counts or have to conduct additional traffic counts as part of this effort. Also, need to determine practicality of bicycle and pedestrian counts or will some of this data be made available through H-GAC??

Answer: *H-GAC will provide data for vehicle, bicycle, and pedestrian counts.*

Question 11: Do you have a specified budget for this project?

Answer: *Please see Q2.*

Question 12: Are there available pedestrian/bicycle counts to utilize for analysis?

Answer: *Please see Q10.*

Question 13: Will we be able to use H-GAC mobile counters during the planning process?

Answer: *Data collected from H-GAC mobile counters will be accessible, but the counting equipment will not be released to the Contractor.*



Question 14: Section E. mentions Brief resumes of staff members – Do you want brief staff bios here? Or resumes here as well as full resumes in the Appendix? So resumes twice? Can we get clarification, please?

Answer: *Please provide brief staff bios in Section E. and full resumes in the appendix.*

Question 15: There was a mention in the pre-proposal meeting that firms submitting as a prime have to be registered somewhere, but I did not get to hear correctly. Where is it that we need to be registered in order to submit on this opportunity as a prime consultant?

Answer: *Please refer to pg. 4 of the RFP, Universal Identifier and System for Award Management (SAM).*

Question 16: In the solicitation background section of the RFQ, it mentioned that the Bay Area has been experiencing an increasing number of bicycle and pedestrian injuries and fatalities in vehicle crashes between 2015 to 2019. Can that data be made available on your website now or will that be shared later?

Answer: *The referenced data is provided by TxDOT and is available at both H-GAC and TxDOT's websites.*

[Regional Crash Data \(2017-2021\) \(h-gac.com\)](http://h-gac.com)

[CRIS Query \(state.tx.us\)](http://state.tx.us)

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. It is the responsibility of the respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into their proposals.