

Colma Systemic Safety Analysis Report (SSAR) Project Questions & Answers:

Q.1 Would the Town like the final report to be formatted as a technical document, or should the Consultant team allocate additional budget to develop a public-facing document with high impact graphics?

A.1 The final report should cover all the reporting requirements described in the Scope of Work (Section II) and SSARP Guidelines enclosed in Attachment (A) of the RFP. This technical report will be a general public document that shall be developed clearly in a language understood by the city council, stakeholders, and general public, supported by some relevant photos and illustrative graphics.

Q.2 What is the Town's preferred format for the data collection deliverable (Task 3)?

A.2 Town has no preferred format for the data collection deliverable. However, we leave it up to the consultant to decide on the type of format for the summary data collection that should be included in an appendix to the final report.

Q.3 Will the Town consider modifications to the insurance and indemnification sections of the standard agreement? If so, how would the Town like the Consultant team to identify the requested modifications in the proposal?

A.3 The Consultant shall obtain and maintain, for the duration of the project, the required insurances not less than the amounts specified in Section 11 of the Standard Agreement enclosed in Attachment D of the RFP. Indemnity for all claims in connections with the performance of the consultant's services shall be limited to the extent required by the Civil Code Section 2782.8, as described in Section 12 of the Standard Agreement. The consultant should consider all terms described in the indemnification Section 12 of the Standard Agreement with no changes to the content of this section.

Q.4 Is there an anticipated interview date during the week of August 14, which the Consultant team can set aside in case it is given the opportunity to interview for the project?

A.4 There is no specific date set for the interviews yet, as it depends on the number of the top ranked consultants that will be selected for interviews. However, we anticipate to conduct the interviews sometimes during the period of August 15-17, 2017.

Q.5 What type of data can the Town provide the Consultant?

A.5 The Town will provide the selected Consultant the available data including: Police Department crash data, San Mateo County Comprehensive Bicycle and Pedestrian Plan

(2011), Colma General Plan – Circulation Element (2014), Town’s Complete Streets Policies, Traffic Survey Data (2013), Traffic Study for the new Car Max site (2016), and Town’s public roads shapefile (GIS database).

Q.6 Who are the stakeholders for this project?

A.6 Stakeholders include the Police Department, Fire District, School representatives, Business owners, and residents in Town of Colma.

Q.7 What will be included on the Preliminary Design Plans?

A.7 The Town expect that the Preliminary Design Plans will include the latest color aerial photograph as background, and will show and label at least, but not limited to, the following: existing rights-of-way and widths, adjacent property boundaries and information, types and locations of existing improvements, types, locations and measurements/ dimensions of recommended countermeasures that can be easily quantified when preparing preliminary cost estimate, lane widths and stripes, signs, pavement markings, and limit and dimensions of right-of-way acquisition if needed. Any typical cross section and detail which can illustrate the recommended countermeasure more clearly and understood by the general public will be included on the plans. The plans are expected to be prepared at 1"=20' scale if the prioritized project is at an intersection/spot location and at 1"=40' scale if the prioritized project is along a corridor/roadway segment.

Q.8 Do the Consultant have to follow the order of the scope of work exactly as described on the RFP?

A.8 The Consultants should generally follow the order of the scope of work as described in the RFP. However, the Consultants are encouraged to include any additional tasks and activities which will improve the results of the project.

Q.9 Are Proposal Forms required to be filled out by the sub-consultants?

A.9 Sub-consultants are not required to fill out the proposal forms included in Attachment C of the RFP. The Prime Consultant retains responsibility to prepare and submit all proposal forms on behave of the project team who should comply with the requirements of the forms.