



CITY OF PETALUMA

POST OFFICE BOX 61
PETALUMA, CA 94953-0061

Teresa Barrett
Mayor

D'Lynda Fischer
Mike Healy
Gabe Kearney
Dave King
Kevin McDonnell
Kathy Miller
Councilmembers

May 18, 2020

Re: ADDENDUM NO. 3 TO REQUEST FOR PROPOSAL (RFP) FOR BICYCLE AND PEDESTRIAN PLAN UPDATE.

Below are questions received and City responses:

QUESTION 1: In response to the COVID-19 outbreak, our office is enabling staff to work from home to avoid being in public places with groups of people. With this in mind, would you consider allowing proposers to submit electronically instead of having to produce the paper proposals at the office? We are also able to accommodate a separately "sealed" cost proposal by providing it as a separate file or even in a separate email.

RESPONSE: Provide two electronic submittals to keichstaedt@cityofpetaluma.org; one with the proposal and the other with the cost proposal.

QUESTION 2: In order to demonstrate our staff's full experience with various relevant projects, we would like to include their full resumes. Would it be possible for us to include these resumes in an appendix outside of the page limit?

RESPONSE: Yes

QUESTION 3: Similarly, can we include references outside of the page limit?

RESPONSE: Yes

QUESTION 4: Are resumes permitted in a Technical Proposal (envelope one) appendix outside of the fifteen page limit?

RESPONSE: Yes

QUESTION 5: For electronic submittals, should these be emailed to Ken as two separate PDFs in lieu of separate envelopes?

RESPONSE: Yes, see response to Question 1.

QUESTION 6: There are no check marks on the Insurance Requirements (Exhibit B), are all coverage items listed required?

RESPONSE: Insurance shall include: commercial general liability, professional liability, workers' compensation, and automobile liability.

QUESTION 7: Is there a budget set?

RESPONSE: No

Public Works & Utilities

City Engineer
11 English Street
Petaluma, CA 94952
Phone (707) 778-4303

Environmental Services
Ellis Creek –
Water Recycling Facility
3890 Cypress Drive
Petaluma, CA 94954
Phone (707) 776-3777
Fax (707) 656-4067

Parks & Facility Maintenance

840 Hopper St. Ext.
Petaluma, CA 94952
Phone (707) 778-4303
Fax (707) 206-6065

Transit Division

555 N. McDowell Blvd.
Petaluma, CA 94954
Phone (707) 778-4421

Utilities & Field Operations

202 N. McDowell Blvd.
Petaluma, CA 94954
Phone (707) 778-4546
Fax (707) 206-6034

E-Mail:

publicworks@cityofpetaluma.org

QUESTION 8: What are the funding sources?

RESPONSE: TDA

QUESTION 9: Can you provide the amount of the anticipated budget for the consultant's tasks?

RESPONSE: No

Your interest in this project is greatly appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Ken Eichstaedt". The signature is written in a cursive style with a long horizontal stroke at the end.

Ken Eichstaedt, P.E.
Senior Civil Engineer
City of Petaluma