

September 17, 2025

**REQUEST FOR PROPOSALS FOR
CAPITAL IMPROVEMENT PLANS AND RELATED SERVICES FOR THE METRO,
SOUTH BAY, AND WESTSIDE PLANNING AREAS
RFP-DRP-53828**

ADDENDUM NUMBER ONE

Addendum Number One is hereby issued to the Request for Proposals (RFP-DRP-53828) for Capital Improvement Plans and Related Services for the Metro, South Bay, and Westside Planning Areas.

TIME EXTENSION

The Department of Regional Planning hereby extends the Proposals Due Date of RFP-DRP-53828 by **two weeks** from **September 30, 2025** to **October 14, 2025 at 1 p.m. Pacific Time.**

QUESTIONS AND ANSWERS

1. **Question:** This contract requires a broad range of services addressing multiple engineering and environmental disciplines supporting numerous types of public infrastructure (e.g., water, sewer, transportation, stormwater, energy/power). Because of the scale of this effort and the diverse experience needed across these disciplines, more time is needed to properly identify qualified CBEs that can support all ranges of services. To ensure that we can help the County meet the 25% participation goal for CBE certified firms, we request a 4-week extension of the deadline. This would provide much-needed additional time to communicate with qualified CBE firms, obtain their input on proposal development, and determine roles for each firm that comprise the cost proposal.

- **Answer:** The Proposals Due Date has been extended to **October 14, 2025 at 1 p.m. Pacific Time.**

2. **Question:** For each planning area, multiple divisions of Public Works manage different infrastructure addressed by the contract (e.g., water, roads, stormwater). To what extent will the contract consider infrastructure analysis and CIPs developed by Public Works? Should the proposal assume that no CIP planning efforts (infrastructure analyses, ROM cost analyses, list of priority infrastructure projects) have been performed by Public Works? For the cost proposal, parallel/existing planning efforts can have a significant impact on the cost proposal, so any guidance would be helpful.

- **Answer:** The CIPs will be informed by and incorporate any and all capital improvement and infrastructure planning programs from the various divisions of the Department of Public Works. All available studies, data, and project information from Public Works will be provided to the consultant. As the level of information varies by infrastructure type and geography, we recommend that the proposals assume a comprehensive effort but informed by a significant amount of data.

3. **Question:** Given the uncertainty of the above coordination with Public Works CIP planning efforts, we suggest that the proposal be evaluated based only on the Business Proposal Requirements and Evaluation Criteria (Section 8.5), and the Cost Proposal Requirements and Evaluation (Section 8.6) is omitted. Or, the Cost Proposal Requirements and Evaluation can be limited to review of a set of proposed contract billing rates, and upon contract award, those rates can be used to coordinate with the County to develop a complete Scope of Work and Cost Proposal.

- **Answer:** Each proposal will be evaluated on both the business proposal and cost proposal as described in the RFP. All consultants should submit their proposals based on the evaluation criteria outlined in the RFP.

*** End ***