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 Executive Director

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 Deputy Executive Director

September 25, 2014

Addendum No. 1
to
REQUEST FOR Proposal (RFP)
FOR TOLL PLAZA OPERATIONAL IMPROVEMENTS EVALUATION
 Dated September 12, 2014

Dear Consultant:

This letter is Addendum No. 1 to the Request for Proposals for Toll Plaza Operational Improvements Evaluation dated September 12, 2014. Where text is revised, deleted text is shown in strike-through format; added text is *italicized*. The RFP is revised as follows:

Addendum Item	Reference	Change(s)	
1.	RFP, Section IV, Proposers' Conference and Requests for Clarification or Exceptions, page	<p>A Proposers' Conference will be held at 2:00 p.m. on Wednesday, <i>Thursday</i>, September 25, 2014 at the Joseph P. Bort MetroCenter Building, 101 8th Street, Oakland, in the 1st floor Auditorium.</p> <p>Any addenda will be posted on BATA's website. All Proposers are responsible for checking the website for any addenda to the bid documents.</p> <p>Any requests for clarification of or exceptions to RFP requirements must be received by BATA no later than 4:00 p.m., on <i>Friday, September 26, 2014</i> Thursday, October 2, 2014, to guarantee response or consideration.</p> <p>BATA reserves the right to reject any proposal that contains unauthorized conditions or exceptions.</p>	
2.	RFP, Section V, Consultant Selection Timetable	2:00 p.m., on <i>Thursday</i> , September 25, 2014	Proposers' Conference, at 101 8 th Street, Oakland, CA 94607, 1 st Floor Auditorium
		4:00 p.m., on <i>Friday, September 26, 2014</i> Wednesday, October 2, 2014	Closing date/time for receipt of requests for modifications/exceptions

Addendum Item	Reference	Change(s)	
2. continued		No later than three (3) working days prior to the date proposals are due.	Deadline for protesting RFP provisions
		4:00 p.m., Monday, October 13, 2014*	Closing date/time for receipt of proposals
		October 27-28, 2014*	Interviews/Discussions (if held)
		4:00 p.m., Tuesday, November 4, 2014	Date for receipt of Best and Final Offers (if required)
		November 12, 2014*	BATA Oversight Committee Approval
		*Interview, award and approval dates are approximates and are subject to change before or after the closing date of the RFP.	

The remaining provisions of the RFP, dated September 12, 2014 remain unchanged. In the event of a conflict between this addendum and the previous version(s), this addendum shall take precedence.

Questions and Answers regarding this RFP are enclosed with this Addendum.

Any questions concerning this addendum to the RFP should be directed to Jeff Gerbracht, Project Manager at (510) 817-5746 or jgerbracht@mtc.ca.gov.

Sincerely,



Andrew B. Fremier
Deputy Executive Director

**REQUEST FOR PROPOSAL (RFP)
FOR TOLL PLAZA OPERATIONAL IMPROVEMENTS EVALUATION,
DATED SEPTEMBER 12, 2014, 2014**

QUESTIONS SUBMITTED

Q1: Are travel and personal expenses incurred by employees or agents of all Consultants reimbursable and considered allowable expenses?

A1: Per RFP, Appendix D, BATA Standard Consultant Agreement, Attachment C, Compensation and Method of Payment, Item B, Expenses, “For time and materials Task Orders, BATA will reimburse CONSULTANT for all expenses deemed reasonable and necessary by BATA incurred by CONSULTANT in the performance of this Agreement. Such reimbursement shall include travel and personal expenses incurred by employees or agents of all CONSULTANTS in accordance with 48 Code of Federal Regulations Part 31 or Office of Management and Budget Circular A-122, as applicable.”

The only exception is for firms that are based within the local area as stated in Section VII, Form of Proposal, Subarticle I, Cost Proposal, Item 2, of the RFP: “BATA will not pay for ordinary travel expenses, meals or lodging, for consultant staff or subconsultants who are based out of the local area, or permit add-on fees for use of subconsultants.”