

May 2, 2014
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA

ADDENDUM No. 1 / RFP No. Y14-907-CH

CONTINUING PROFESSIONAL SERVICES FOR ANNUAL TRAFFIC COUNTS

PROPOSAL OPENING DATE: May 29, 2014 at 2:00 P.M.

This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by strikethrough (~~strikethrough~~).

A. The Proposal Opening Date shall remain as follows:

May 29, 2014 at 2:00 P.M.

B. Note the CLARIFICATION/REVISION to Paragraph 26, **SIMILAR PROJECTS PROJECTS description as follows:**

Delete: ~~The SIMILAR PROJECTS description issued in the Request for Proposals (RFP).~~

Replace With: The Revised SIMILAR PROJECTS description attached in Addendum #1 dated May 2, 2014.

C. All other items, conditions and specifications remain the same.

D. The Bidder shall acknowledge receipt of this addendum by completing the applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned not later than the date and time for receipt of the bid.

Receipt acknowledged by:

Authorized Signature

Date Signed

Title

Name of Firm

26. **REVISED** SIMILAR PROJECTS

“Similar Projects” for the purposes of this Request for Proposals has been defined as professional engineering services, for traffic data collection including counts, turning movement counts, speed studies and vehicle classification studies under a Continuing/On-going contract or project specific contract which have been successfully completed within the past ten (10) years immediately preceding the submittal date of this Request for Proposals and shall meet the criteria for **the project types described below:**

“TYPE A” Projects - County Wide Annual Traffic Count Reports

All studies submitted as Type A projects shall have been for the performance of an annual traffic count report that contains summary data of 24 Hr. traffic counts and P.M. peak-hour directional counts for various locations. **The traffic count shall be a minimum of 175 count stations.**

“TYPE A” projects shall contain the following elements:

1. Data Collection
2. Data Reduction and Processing
3. Access Database Programming
4. Authentication by a Florida Licensed Professional Engineer
5. Documentation and Quality Control
6. Creating Traffic Data Graphs
7. GIS Count Station Mapping/GPS Count Station Location

“TYPE A” CRITERIA

1. For similar projects to be considered for **one half (1/2) point as described under Type A criteria, each similar project must contain a minimum of four (4) of the seven (7) elements listed above.**
2. For similar projects to be considered for **one (1) full point as described under Type A criteria, each similar project must contain a minimum of six (6) of the seven (7) elements.**
3. Any projects that do not meet the similar project description and do not demonstrate the required elements will receive zero (0) points.

“TYPE B” Projects - Traffic Data Collection

All projects submitted as Type B projects shall have been for support of Traffic Engineering Studies.

“Type B” projects shall contain the following elements:

1. Traffic Volume Data Collection
2. Turning Movement Count Data Collection
3. Asset Inventory by GPS

"TYPE B" CRITERIA

1. For similar projects to be considered for one half (1/2) point as described under the Type B criteria, each similar project must contain the mandatory elements: Element One and Two.
2. For similar projects to be considered for one (1) full point as described under Type B criteria, each similar project must contain the mandatory elements: Element One, and Element Two PLUS Element Three.
3. Any projects that do not demonstrate the mandatory elements shall receive zero (0) points.

Requirements for the Proposer

1. The Consultant shall submit no more than five (5) similar projects for the proposed Project Manager and five (5) similar projects the proposed Project Engineer/Planner.
2. The proposed Project Manager and the proposed Project Engineer/Planner may submit the same similar projects.
3. The proposed Project Manager shall submit at least one (1) Type A project, and one (1) Type B project and score a minimum of one half (1/2) point on each project. Failure to submit one Type A project and one Type B project and score a minimum of one (1/2) point for each project, shall result in the deduction of one (1) point from the total points for the five similar projects submitted for the proposed Project Manager.
4. The proposed Project Engineer/Planner shall submit at least one (1) Type A project and one (1) Type B project and score a minimum of one half (1/2) point on each project. Failure to submit one Type A project and one Type B project and score a minimum of one (1/2) point for each project, one (1) point shall be deducted from the total points for the five similar projects submitted for the proposed Project Engineer/Planner.
5. The proposed Project Manager must have served as the Project Manager for at least three (3) of the five (5) similar projects submitted and may have served as the Project Engineer/Planner for the remaining two (2) projects. **If the proposed Project Manager did not serve as the Project Manager for at least three (3) of similar projects submitted, one (1) point shall be deducted from the total points for the five similar points submitted for the proposed Project Manager.** Of course the proposed Project Manager may have served as the Project Manager on all five similar projects.
6. The proposed Project Engineer/Planner may have served as the Project Engineer/Planner on all five similar projects submitted.

7. Substantial Completion is defined as the owner having beneficial use of the project for its intended purpose.
8. **Project Manager** - Defined as the individual who managed the administrative elements of the project, was the primary point of contact for the client, and directed the production of the work products. The Project Manager must be a registered professional engineer in the State of Florida.
9. **Project Engineer/Planner** - Defined as the individual who assisted a Project Manager as the lead technical supervisor of project design activities as described in the similar project criteria. This position also serves as the point of contact for the client in the Project Manager's absence. The Project Engineer/Planner must be either a registered professional engineer in the State of Florida or a certified planner (AICP).

Under this similar project description, the project may have been performed under a specific contract. Also, a specific project performed under a continuing/ongoing contract may be submitted. However, the basic continuing/ongoing contract is not acceptable as a similar project.

The Proposer shall ensure that the basic description of the similar project, including all required performance requirements and/or dimensions are identified and that the elements are adequately explained in the text. The description shall document how the particular element was performed in conjunction with the overall project. The mere listing of elements without specific details in the body of the description will negatively impact the scoring for the project.

Failure to identify the specific performance requirements and/or dimensions of the project to ensure it meets the similar project description shall negatively impact that project's score.

Note: Determination of a project as similar shall be at the sole discretion of the County.