

2nd AMENDMENT TO  
REQUEST FOR PROPOSALS

***Regional Bikeway Plan***

Federal #: STP – 3301(461)

MARC has received question requesting clarification. In order to allow proposal adequate time to review this information we are extending the deadline for proposal by one day, to Tuesday, September 10, 2013 at 2:00 p.m. (CST). Short-list and interviews are subject to the schedules of the selection committee. Please see the revisions to the Section M Procurement Schedule.

**Question** – Do subcontractors need to submit all the overhead and margin rates, or can they submit simply loaded rates?

**Response** – This requirement is addressed in the MoDOT LPA Manual.

**136.4.2.7.3.1 Subconsultant cost exceeding \$25,000**

If the consultant is using a subconsultant with a cost exceeding \$25,000, then the subconsultant shall include Attachments B and C of [Fig 136.4.1](#), a detailed estimate of cost and a detailed overhead rate schedule. If the subconsultant is prequalified, the overhead rate listed must be the current overhead rate accepted by MoDOT through the annual financial prequalification process. In this case, a detailed overhead schedule would not be required.

If the subconsultant is not prequalified with MoDOT, then the firm shall also include their [Consultant Certification of Indirect Cost Form](#). Each subconsultant in this category must show its overhead in the required format. [Fig. 136.4.16](#) provides an example Overhead Schedule. The detailed overhead schedule should be reviewed for possible unallowable costs per [FAR Part 31](#). [Fig. 136.4.6](#) lists common unallowable costs. The prime consultant is responsible for ensuring that all subconsultants comply with state and federal regulations, such as E-Verify, and are registered to do business in Missouri.

**136.4.2.7.3.2 Subconsultant cost NOT exceeding \$25,000**

If the consultant is using a subconsultant with a cost that DOES NOT exceed \$25,000 then a letter quote from the subconsultant shall be submitted with the engineering service contract. The letter should quote the subconsultant's cost shown in Attachment B of the contract ([Fig 136.4.1](#)). If the subconsultant is not prequalified with MoDOT, then the subconsultant firm shall also include their [Consultant Certification of Indirect Cost Form](#). The prime consultant is responsible for ensuring that all subconsultants comply with state and federal regulations, such as E-Verify, and are registered to do business in Missouri.

(Source: <http://www.modot.org/business/lpa/lpamanual.htm>)

**Question** – Can you provide some clarity on what you're looking for under Section I. "PM % effort"?

**Response** – We are not looking for a specific % of PM effort but rather we are looking for the consultant to indicate how PM effort will be relate to best outcome for the project.

**Question** – Can you provide more information on what is meant by "systematic approach" under Task 2?

**Response** – We are looking for proposals that set forth a logical process to meet the intent of Task 2.

**Question** – Is the cover letter included in the 20 page maximum response to the RFP?

**Response** – Yes, the cover page included in the 20 page maximum.

**Question** – Can you elaborate on the type of data-driven method you’re wanting to see under the last bullet of Task 2?

**Response** – MARC follows a data-driven process like the State DOTs that identifies and prioritizes crash types and related contributing circumstances. There are many examples of this kind of approach and industry practices but the end purpose of all is to maximized safety through the most effective allocation of resources.

## **M. PROCUREMENT SCHEDULE**

The following is a tentative schedule for the Contractor selection process:

| <b>REGIONAL BIKEWAY PLAN<br/>PROCUREMENT SCHEDULE</b> |  |
|---|--|
| <b>Activities</b>                                     | <b>Schedule</b>  |
| RFP issued  | Wednesday, August 21 <sup>st</sup> , 2013                  |
| Proposals Due   | Tuesday, September 10 <sup>th</sup> , 2013 (2:00 p.m. CST) |
| Short List Announced                                  | Week of September 16 <sup>th</sup> , 2013                  |
| Interviews  | Week of September 23 <sup>rd</sup> , 2013                  |
| Selection   | Monday, September 30 <sup>th</sup> , 2013 - Tentative      |
| Contract Execution/ Notice to proceed                 | TBD after contract negotiation                             |
| Project Completion                                    | TBD after contract negotiation                             |