

Missouri Department of Transportation
Patrick McKenna, Director

1.888.ASK MODOT (275.6636)

ADDENDUM 001
DBE Supportive Services and Business Consultation Program
RFP 6-160809LT

Offerors should acknowledge receipt of Addendum 001 (ONE) by **signing** and **including it** with the original proposal. The due date for receipt of proposals is **unchanged** by this Addendum. The following changes shall be included as mandatory requirements for this solicitation. All other terms and conditions remain unchanged and in full force.

Name and Title of Signer (Print or type)	Name and Title of Department Authority Lori Tackett General Services Specialist
Contractor/Offeror Signature	Department of Transportation <i>Lori Tackett</i>
(Signature of person authorized to sign)	(Authorizing Signature)
Date Signed:	Date Signed: July 26, 2016

Question: The courses you list in Section 2 – Scope of Work. Item B under Program Goals and Objectives. You list specific courses in the FastTrac program (i.e. Sizing Up Your Business Environment and Opportunities) and that the consultant will be “conducting the training.” Are these FastTrac courses already developed? Or, will you need the selected consultant’s input on developing those programs?

Answer: These are the sessions used in the past, which appear to have worked well for DBE Firms; however, MoDOT is open to consultants input or suggestions for the training.

Question: Please confirm that the consultant will be responsible for teaching the classes?

Answer: It is up to the consultant.

Question: Does the committee prefer in-classroom courses, or can online courses be used (or a combination of the two methods)?

Answer: Either or, or combination.

Question: Section 6, Pricing pages, I see total price as \$25,017.57 for 001. Mentor and Protege program, \$66,737.14 for section 002., Entrepreneurship Training and Coaching, etc. Are my totals for services rendered supposed to total those numbers for each section or do I provide my own totals for each section based on what I would charge, as long as they don't go over the total listed on each section?

Answer: This is the budgeted amount. Your program should not go above the listed amount. The consultant can input their price as long as it does not exceed the budgeted amount listed.

Question: Is this solicitation limited to DBE certified companies in the State of Missouri? We are DBE certified out of the State of Colorado and will certify within the State if required.

Answer: No.

Question: There is not a requirement within the solicitation for outreach to rural Missouri companies through electronic interface such as Webinars or direct video conferencing. Is rural outreach a consideration for MoDOT? Also will consideration for such outreach efforts be given if it is written within a bid response?

Answer: Yes, It is the intent of MoDOT that the program be available for urban and rural firms.

Question: After researching the total number of current MoDOT DBE certified firms, how will the firms be selected for the requirements on page 9 section F and section D paragraph 2 for “ DBE Technical Assistance to (10) firms and coaching for twenty (20) DBE firms? Will the firms request the services or will it be up to the awarded contractor to source the clients?

Answer: The offer should market the DBE Technical Assistance Program and the DBE Business Coaching Program to DBE firms at large to solicit their interest and need of assistance in either of these programs. Therefore, the firms will be selected on an as needed basis.

Question: Are there additional MoDOT goal on new DBE recruits or DBE certification goals that are not annotated within the solicitation that MoDOT are trying to achieve that the winning contractor will be assigned?

Answer: No.

Question: With regards to DBE certified companies are there additional requirements for SBE or ACDBE certified companies?

Answer: No.

Question: On page 19 of the RFP under Z) 2. Automobile Liability. If the Offeror does not have a company owned automobile, is it acceptable to provide certificate of insurance coverage for the offer's personal automobile with the understanding that personal auto policies generally have lower levels of liability coverage limits when compared to company owned automobiles.

Answer: Yes.

Question: My question concerns the Section 6 – Pricing Page. In the RFP, you have total prices indicated for each section of the scope. Is that the budget MoDOT has set for this project and are all proposers to be within those limits? Or are the totals per service examples?

Answer: Yes this is the budget, and no, they are not totals per service examples.