

Missouri Department of Transportation
David B. Nichols, Director

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ADDENDUM 001 Request for Proposal Facilitation Services for Regional Prioritization Meetings RFP 6-131127LK

Offerors should acknowledge receipt of Addendum 001 (ONE) by signing and including it with the original proposal. The due date for receipt of proposal **has not** changed by this Addendum. Accordingly, the following clarifications, and or additional information, are believed to be of general interest to all potential Offerors. 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 Leann Kottwitz, CPPB General Services Senior Specialist
Contractor/Offeror Signature _____ (Signature of person authorized to sign)	Department of Transportation <i>Leann Kottwitz</i> _____ (Authorizing Signature)
Date Signed:	Date Signed: 11/18/2013

Question #1:

How did our firm get selected as a possible candidate for these services?

Response:

We distributed the RFP to a large vendor list on file, including engineering firms, to maximize the response.

Question #2:

Are you looking for more of an experienced PR firm or a technical expert facilitator, such as a licensed engineer with public meeting and facilitating experience?



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Response:

Both types of firms/facilitators will be eligible for the pool. Each region will ultimately decide the best choice for their needs.

Question #3:

Is it more desirable to have a facilitation team or just one individual?

Response:

Both options could be beneficial to offer a region.

Question #4:

Is it most likely that each MoDOT District will select a facilitator from their geographic region?

Response:

It's unknown how and if each region will choose a facilitator. However, it seems likely that a widely known facilitator from the geographic region would be an appealing option.

Question #5:

For the record, this is a legitimate MoDOT RFP...correct?

Response:

Yes.

Question #6:

Are the services specific within the Kansas City District? This is our geographic location...it appears that they are specific to each MoDOT region.

Response:

Each of MoDOT's districts/regions will choose if they want to use a facilitator for their prioritization process. Each firm can offer services to any of the MoDOT regions.

Question #7:

Did this solicitation go out to all pre-qualified MoDOT vendors or was this sent to a select few?

Response:

See response to question # 1.

Question #8:

The solicitation mentions fees...This does not appear to be QBS, which is required by Missouri Law for professional services selection.

Response:

This RFP is for facilitation services, not engineering services.

Question #9:

Are teaming arrangements allowed for this solicitation?

Response:

Yes.