

## ADDENDUM 001

### DBE Supportive Services and Business Consultation Program RFP 6-160929LT

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: September 23, 2016

**Question:** Section 1, Point C. Contract Period, states: “The successful Offeror shall perform any and all the services listed herein as often as requested by MHTC for the entire duration of the Contract Period as defined herein at the Guaranteed-Not-To-Exceed Prices submitted by the successful Offeror in response to SECTION 6: PRICING PAGE of this RFP”, is there historical data or other information that can indicate how often services for specific areas are now or have been requested?

**Response:** Yes.

**Question:** What are the numbers of DBE firms across the state, according to areas: St. Louis area and Kansas City area, that have not previously been involved in the Entrepreneurship Training Program? Also, if they have gone through the program and want to go through again, is that allowable and able to be counted?

**Response:** To find out this information you will have to visit the MoDOT/ECR website to get the numbers, then take that number and subtract it from the numbers of DBE's listed in the MRCC Directory.

No, they cannot be counted.

**Question:** Both St. Louis and Kansas City border other states. Is MoDOT opposed to DBE certified, small business owners from neighboring states, who could be interested in contracting with MoDOT, participating in any of its programs (other than DBE Business Coaching)? If not opposed, can those companies also be counted in terms of all desired measurements?

**Response:** Only Missouri Certified DBE Firms can participate and be included. So for the bordering states, those DBE's must be certified in the State of Missouri.

To be counted they must be a Missouri DBE Certified Firm.

**Question:** Given that MHTC reserves the right to award multiple contracts, how might Section 2, E. be handled so that each Provider will know exactly how many of the (6) Workshops and Networking for Graduates sessions they will be responsible for during the contract period of this RFP?

**Response:** This will be discussed, and decided upon award of the contract.

**Question:** SECTION 2, Part B Specific Services, Subsection B - Entrepreneurship Training Program, outlines Program training modules found in Kauffman Foundation's FastTrac training. Does the MHTC recognize all Kauffman certified FastTrac Providers as acceptable potential Subcontractors?

**Response:** Yes.

**Question:** If so, does this also fulfill SECTION 5, Part K – "*MHTC must approve the successful Offeror's subcontracting any portion of the services to be provided under the Agreement.*"?

**Response:** Yes.

**Question:** Will MHTC share its anticipated timeframe for contract award?

**Response:** Yes.

**Question:** When is the projected date for work to begin?

**Response:** As soon as the project is awarded.

**Question:** Can MHTC provide a list of what it considers its Community Stakeholders within each of its 7 Districts?

**Response:** Yes.

**Question:** Can MHTC give a current, accurate count of the number of small businesses it currently has in its database and the number currently receiving services, by District?

**Response:** MoDOT can advise of the list of DBE's, who have participated in the Entrepreneurship Program, which is also listed on the MoDOT/ECR website.

**Question:** Will MoDOT provide facilities for the workshops, seminars, and group coaching's to be offered through the program, or will the consultant need to secure and pay for outside facilities?

**Response:** The requestor is responsible for finding facilities, however, some MoDOT facilities can be used, but it is the requestor's responsibility to find locations.

**Question:** For the Pricing Page, can we redistribute the total price for each individual section (example: reduce 001 Mentor-Protege section by \$5,000 and increase 004 DBE Business Coaching section by \$5,000), while maintaining the total for Kansas City and St. Louis at \$144,105.82 each.

**Response:** Yes.