

ADDENDUM NO. 1

**RFQ- CM & Inspection Services
W. Las Positas Multimodal Reconstruction Project CIP#11514**

This addendum is hereby made a part of the Request for Qualifications (RFQ). It shall be the responsibility of the prospective consultant to inform any affected sub-consultant of the content of this addendum.

The RFQ documents are modified/clarified as follows:

- 1) Replace “Proposals are due prior to **2pm**, July 23, 2025” on Cover Page of RFQ to “Proposals are due prior to **11am**, July 23, 2025”
- 2) Delete “Consultant invited for interviews will be required to submit cost proposals in sealed envelope with the proposal”, under Evaluation Process of Appendix B- Proposal Evaluation. A separate sealed envelop for Cost Proposal shall be submitted prior to 11:00 am July 23, 2025, as stated under Request for Qualification Notice.
- 3) Replace the weight score tables on page 16 with the following tables for corrected score points allocation

No.	Written Evaluation Criteria	Weight
1	Completeness of Response	Pass/Fail
2	Qualifications & Experience	20
3	Organization & Approach	15
4	Scope of Services to be Provided	15
5	Schedule of Work	5
6	Conflict of Interest Statement	Pass/Fail
7	Asset Software	10
8	References	10
	Subtotal:	75

No.	Interview Evaluation Criteria	Weight
9	Presentation by team	10
10	Q&A Response to panel questions	15
	Subtotal:	25
	Total:	100

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4) Replace the weight score table on page 19 with the following table for corrected score points allocation

No.	Evaluation Criteria	Rating (0-5)	Weight	Score (Rating * Weight)
1	Completeness of Response	N/A	Pass/Fail	Pass/Fail
2	Qualifications & Experience		20	
3	Organization & Approach		15	
4	Scope of Services to be Provided		15	
5	Schedule of Work		5	
6	Conflict of Interest Statement	N/A	Pass/Fail	Pass/Fail
7	Local Presence		10	
8	References		10	
9	Presentation by Team		10	
10	Q&A Response to Panel Questions		15	
Total:			100	

5) Add sub-task 2.4, Funding Compliance to Task 2, Project Management and Administration of Contract, under Scope of Services. Task 2.4 includes:

-Prepare required forms associated with federal aid project and invoices to Caltrans for reimbursements in compliance with Caltrans LAPM”.

-Prepare forms and reports as required by ACTC for Measure B/BB/Transportation for Clean Air Grants includes but not limits to semi-annual progress report, semi-annual Request for Reimbursement, semi-annual Contractor LBE.
(see attached Exhibit A- sample ACTC forms)”

6) Responses to RFI

a) Request For Qualification Notice stated
“Submit four (4) hard copies and one (1) electronic PDF copy on a USB flash drive of the Consultant’s narrative Proposal in a sealed package marked “RFQ – West Las Positas Multimodal Reconstruction Construction Management Proposal”; and one (1) hard copy of the Consultant’s Cost Proposal in a separately sealed package marked “RFQ – West Las Positas Multimodal Reconstruction Construction Management Cost Proposal”. The submissions shall be mailed or delivered to the City of Pleasanton prior to **11:00 a.m., July 23, 2025**, at:”

Appendix B- Proposal Evaluation stated: “Consultants invited for interviews will be required to submit cost proposals in sealed envelopes with the proposals.”

Please confirm that the instructions on Page 3 are to be followed and consultants need not wait for an interview invite to submit a cost proposal.

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- *Instructions on Request for Qualifications Notice, page 1 should be followed as stated "A separate sealed envelope for Cost Proposal shall be submitted prior to 11:00am July 23, 2025. See Item#2 above*

c) There appears to be an inconsistency between the tables and narrative descriptions regarding scoring weights for "Schedule of Work" and "References." The tables on pages 16 and 19 assign 10 points to "Schedule of Work" and 5 points to "References," while the text on pages 18 and 19 reverses these values—5 points for "Schedule of Work" and 10 points for "References." Please clarify point allocation City will use for scoring.

- *Correct score point for "Schedule of Work" is 5 and "References" is 10. See Item#3 & Item #4 above*

d) Please confirm in materials testing and special inspections should be included in the CM services, or if the City's on-call list of vendors will be utilized for this purpose.

- *Material testing & specialty inspection will be contracted under the city's on-call list. CM will be responsible for all coordination and review of invoices*

d) Per the Special Provisions Section 1-18, working hours are restricted to 8am-5pm M-F, limited to one shift per day unless approved by the Engineer. For the purposes of the cost proposal, is it acceptable for day shifts (first shift rates) to be assumed and for labor premiums (such as overtime or second shift) to be discussed during negotiations?

- *Cost estimate shall be prepared in conforming with California Department of Industrial Relations and Caltrans LAPM (see Item#11 of Appendix A)*

e) Are there any funding compliance tasks (outside of the LAPM Chapter 16-17) to be included in the scope of services? i.e. preparation of reports, coordination and meetings with funding agencies, etc.

- *Yes. Aside local funds, other funding sources for the project include Measure B/BB/Transportation Fund for Clean Air Grants from Alameda County Transportation Commission (\$8.2M - ACTC), Measure B & BB (\$3.7M - ACTC) and Federal Earmark (\$1.7M – Caltrans). See Item#5 above.*

f) Are there any DBE/MBE/SBE requirements for the prime Construction Management consultant in performing the CM and Inspection Services?

- *DBE/MBE/SBE are not required for the prime Construction Management consultant.*

g) Are electronic signatures acceptable on the hard copy submittals, including the transmittal letter? Or is a wet signature in blue ink required for the hard copy version?

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- The letter shall be wet-signed in blue ink as stated under section 1, Introductory Letter, page 11, of Appendix A.

h) Aside from the narrative proposal and separately sealed cost proposal, are there any required forms (e.g., certifications, compliance forms, etc.) that must be submitted with the proposal?

- No. Aside from the narrative proposal and separately sealed cost proposal, other forms are not required. It is consultant's discretion to provide certifications, compliance forms to support proposal.

All other items of the RFQ remain unchanged. Acknowledgement and a signed copy of this Addendum shall be included in the RFQ submission.



Adam Nelkie
City Engineer

ACKNOWLEDGED:

Company

Date: _____

By: _____

Title: _____

END OF ADDENDUM NO. 1

EXHIBIT A

Sample_ACTC Compliance Forms

ALAMEDA CTC ADMINISTERED FUNDS
PROJECT PROGRESS REPORT

PROJECT TITLE:	
PROJECT SPONSOR:	
AGREEMENT NO:	
REPORTING PERIOD: <i>(check one and complete the year)</i>	<input type="checkbox"/> January 1 st to June 30 th , 20__ <input type="checkbox"/> July 1 st to December 30 th , 20__ <input type="checkbox"/> Other:

1. CURRENT STATUS

- ☐ No current issues with the project.
- ☐ Issues that do not need Alameda CTC's assistance at this time.
- ☐ There are issues and may require Alameda CTC's assistance.

Describe general project status.

•

Describe any issues indicated above, including the action(s) needed and timeline to resolve.

•

2. REPORTING ACTIONS *Describe key developments occurring during this reporting period.*

•

3. ANTICIPATED FUTURE ACTIONS *Describe key developments expected in the next reporting period.*

•

4. PROCUREMENT STATUS: PROFESSIONAL SERVICES AND CONSTRUCTION CONTRACT(S)

Project Sponsor is required to abide by [Alameda CTC Local Business Contract Equity \(LBCE\) Program](#) requirements as it pertains to solicitations and subsequent contract(s) goals.

☐ **SUBJECT TO LBCE PROGRAM:** For procurements subject to the LBCE Program Project Sponsor shall submit copies of solicitation(s) and contract(s) to Alameda CTC for review. Indicate below the current procurement status.

- ☐ Procurements previously completed/copy of contract(s) provided to Alameda CTC.
- ☐ Procurements already underway:
 - 1) Request for Proposals (RFPs) and
 - 2) Draft consultant contract(s) have been submitted to Alameda CTC for LBCE review.
- ☐ Anticipated procurements anticipated as noted below:

Types of Service(s) Anticipated:	
Release RFP Date:	
Does RFP contain sample LBCE procurement language (Y/N)?	
Anticipated Contract Award Date:	

FOR ALL PROCUREMENTS Subject to LBCE Program goal requirements Project Sponsors confirms:

- ☐ All RFPs and contracts will contain [sample LBCE procurement language](#) for professional services and/or construction contracts.
- ☐ All contracts subject to LBCE will contain LBCE goal requirements and be able to report on MB/BB/VRF utilization.

☐ **NOT SUBJECT TO LBCE PROGRAM:** The Project procurements are NOT subject to the LBCE Program

- ☐ No procurements required for professional services or construction contracts.
- ☐ LBCE program NOT applicable; non-capital project i.e. program or transit operations.
- ☐ LBCE program NOT applicable; capital project exclusively funded by TFCA.

5. AMENDMENTS TO SCOPE, COST, SCHEDULE, PERFORMANCE MEASURES

- ☐ An amendment to the funding agreement IS NOT required at this time (Project scope, cost, schedule and performance measures remain consistent with executed funding agreement.)
- ☐ An amendment to the funding agreement IS required at this time to the following area(s) of the funding agreement:
 - ☐ Scope
 - ☐ Deliverable Deadlines
 - ☐ Budget
 - ☐ Performance Measures
 - ☐ Schedule

A completed Amendment Request form will be provided to Alameda CTC:

- ☐ With this Progress Report
- ☐ Will be submitted at a later date

Sponsors are required to formally request an amendment in writing by submitting a completed Amendment Request Form for consideration: <https://www.alamedactc.org/funding/reporting-and-grant-forms/>.

6. EXPENDITURES AND REIMBURSEMENTS

- ☐ Request for Reimbursement submitted in the last six months
- ☐ No Request for Reimbursement submitted in the last six months due to:
 - ☐ Project has not started/no reimbursable costs.
 - ☐ Invoicing delay
 - ☐ Other: _____

7. ANNUAL PUBLICITY REQUIREMENTS

PROJECT SPONSOR shall credit ALAMEDA CTC as a funding source and display the approved ALAMEDA CTC logo (where feasible) on publicity documents. For Transportation Funds for Clean Air Funded (TFCA) funded projects, the Air District is to be credited as well.

- ☐ Website: Project information posted online.
Website: _____
- ☐ Signage: Project signage is posted on construction projects and/or transit vehicles.
 - ☐ Evidence of signage attached to progress report.
- ☐ Annual Article: Project information published in newsletter, newspaper, or online.
 - ☐ Copy of article attached to progress report

If any of the three boxes above was not checked, explain why below:

■

8. PERFORMANCE REPORTING

- ☐ Project is a capital project, and does not have performance targets and goals to monitor.
- ☐ For projects that have specific performance targets, complete the Table below.

Table 1 - Performance Measures Report

No.	Performance Measure	Target	Progress/Activity to date	Progress/Activity this Period
1				
2				
3				
4				
5				
6				
7				
8				

Performance measures and Targets must be consistent with the Project Funding Agreement.

9. CASH FLOW OF ALAMEDA CTC ADMINISTERED FUNDS *Provide a forecast of expenditures for Alameda CTC obligated funds in the agreement.*

ALAMEDA CTC FUND SOURCE 1: _____

Anticipated Expenditure By Fiscal Years (enter fiscal years in the blank header below)				FUTURE			
No.	Task	Agreement Amount	Previously Billed				
1.							
2.							
3.							
4.							

ALAMEDA CTC FUND SOURCE 2: _____

Anticipated Expenditure By Fiscal Years (enter fiscal years in the blank header below)				FUTURE			
No.	Task	Agreement Amount	Previously Billed				
1.							
2.							
3.							
4.							

Note any special considerations pertaining to the cash flow schedule:

1.

Instructions/ Notes:

1. A Fiscal Year is defined as July 1st to June 30th.
2. Tasks and Agreement amount by Task are based on the funding agreement.
3. Copy/paste an additional table if there are multiple Alameda CTC Administer funds

Alameda CTC Administered Funds
(Measure B/Measure BB/VRF/CMATIP/TECA)

Request for Reimbursement Summary

Project Sponsor:

Agreement No.:

Project No. / Grant No.:

Billing Period (From - To):

Date: _____
Request for Reimbursement No. 2: _____

Summary of Costs by Phase / Task		Alameda CTC Administered Funds					Other Matching Funds					All Funds		Reimbursement Ratio ³ (Total Alameda CTC to Total Costs Billed to Date)
		CURRENT REQUEST		CURRENT MATCH										
No.	Phase / Task ¹	Alameda CTC Funding Phase / Task Budget ²	Alameda CTC Funding Previously Billed Total	Alameda CTC Funding Billed this Period	Total Alameda CTC Funding Billed to Date	Total Alameda CTC Funding Task Budget Remaining	Other Funds Previously Billed Total	Other Funds Billed this Period	Total Other Funds Billed to Date	Total Other Funds Task Budget Remaining	Total Cost Billed this Period	Total Costs Billed to Date		
1					\$ -	\$ -			\$ -	\$ -	\$ -	\$ -		
2					\$ -	\$ -			\$ -	\$ -	\$ -	\$ -		
3					\$ -	\$ -			\$ -	\$ -	\$ -	\$ -		
4					\$ -	\$ -			\$ -	\$ -	\$ -	\$ -		
5					\$ -	\$ -			\$ -	\$ -	\$ -	\$ -		
TOTAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

Notes:

- Costs submitted for reimbursement must be segregated by the tasks shown in the approved Funding Agreement.
- Request for Reimbursement No. is sequence of Requests for Reimbursement for this Funding Agreement, i.e. 1, 2, 3, etc. For the final request include the word "FINAL" after the number, e.g. 6-FINAL for a case in which the sixth billing is the final.
- Reimbursement Ratio is the percentage of Total Alameda CTC-funded Costs Billed to date to Total Costs Billed to Date. Reimbursement requests cannot exceed the reimbursement ratio percentages shown in the approved Funding Agreement by phase/task.
- By submitting a final reimbursement request, the Project Sponsor agrees to deobligate the remaining/unspent Alameda CTC Administered Funds from the project. This closes out the project and serves as the final Invoicing report for the project.

Project Sponsor Certification:

I hereby certify that the information included in this Request for Reimbursement is true and accurate and that the claimed expenses have been paid as of the date of this request.

Printed Name: _____

Title: _____

Telephone Number: _____

Email Address: _____

Signature _____

Date _____

PRIME CONSULTANT/CONTRACTOR LBE, SLBE, AND VSLBE TRACKING SHEET (LBCE PROGRAM REPORT FORM)

Project Sponsor Agency ("Sponsor"):	City of Pleasanton	Contract Category:	Construction
Project Funding Agreement No.:	A20-0024	LBE and SLBE Goals or VSLBE Goal:	
Sponsor Representative Name:	Mike Tassano	Prime Consultant/Contractor:	TBD
Sponsor Representative Phone Number:	925-931-5670	Total Contract Budget:	TBD
Sponsor Representative E-mail Address:	mtassano@cityofpleasantonca.gov		

Project Title: Stoneridge at I-680 Interchange Improvements Project

Scope of Work: This project will widen and make modifications to the Stoneridge Drive Interchange to allow 4 westbound through lanes. This project will modify the northbound I-680 on ramp by one lane to provide two NB on ramp lanes. The widening will include the widening of the bridge structure as well as widening on Stoneridge Drive and safety improvements for the pedestrian and bicycle crossing.

TOTAL LBE, SLBE, AND VSLBE CONTRACT BUDGET AND PAYMENT INFORMATION

Prime and Subconsultant/Subcontractor	Tier (P, 1, 2, or 3)	LBE	SLBE	VSLBE	Contract/ Subcontract Budget (all fund sources)	Total Paid-to-Date ¹ (all fund sources)	Remaining Budget (all fund sources)
Prime Consultant/Contractor	P						
Subcontractor 1							
Subcontractor 2							
Subcontractor 3							
Subcontractor 4							
Subcontractor 5							
Subcontractor 6							
		TOTAL (\$):					
		LBE Total (%):			#DIV/0!	#DIV/0!	#DIV/0!
		SLBE Total (%):			#DIV/0!	#DIV/0!	#DIV/0!
		VSLBE Total (%):			#DIV/0!	#DIV/0!	#DIV/0!

Submit completed, signed form to LBCReport@alamedactc.org on a semi-annual basis in January 31 and July 31 of each year.

1. "Total Paid-to-Date" through the applicable period end of December 31 (if submitting by January 31) or June 30 (if submitting by July 31).

COMMENTS ON LBE, SLBE, AND/OR VSLBE UTILIZATION DEFICIENCIES (COMMITTED VERSUS ATTAINED) AND PLANS TO MEET COMMITTED CONTRACT GOALS:

I certify that this form is accurate and complete, and all information herein is in compliance with the Project Funding Agreement.

<div></div>	<div></div>
Sponsor Representative Signature	Date

Tier Legend

P = Prime Contractor
1 = Tier 1 Subcontractor
2 = Tier 2 Subcontractor
3 = Tier 3 Subcontractor

Certification Legend

LBE = Local Business Enterprise
SLBE = Small Local Business Enterprise
VSLBE = Very Small Local Business Enterprise

Resources

Certification List:
www.alamedactc.org/contract-equity