

Project Name: Willits Rail Trail Project - Environmental, Engineering, Project Management, & Construction Management Services

Project No.: _____

Addendum No.: 1 **Date of Addendum:** 2/5/2021

The purpose of this Addendum is to issue clarifications, revisions, or corrections to the Request for Proposals for the aforementioned project. The selected consultant is hereby informed that this Addendum forms a part of the Contract Documents.

****Receipt of this Addendum shall be acknowledged in the space provided on the addendum acknowledgement form, accompanying this addendum and on form provided with the bidding documents.**

Proposal due date: **Remains the Same** **Has been changed to the following date & Time:**

This addendum consists of a total of 7 sheets, including 0 page(s) of attachments and 0 revised drawing sheets.

Item 1: How should we submit the cost estimate, since the submittal will be transmitted electronically? Page 8 states that the cost estimate should be included in a separately sealed envelope.

Response: *Please mail your cost estimate only to 111 E. Commercial St., Willits, CA, 95490. Please write "Sealed Estimate - Rail Trail" on the envelope and include your firm name.*

Item 2: Will interviews be planned with shortlisted consultants?

Response: *The City will interview the top ranked consultant. If, after interviewing the top consultant, an agreement cannot be made, the City will interview the next highest ranked consultant.*

In the event of a tie, the City will interview each top ranked consultant. Each consultant will be asked the same series of questions, and answered will be scored by each interviewer. The consultant that receives the highest aggregate score will be considered the top ranked consultant and will then enter contract negotiation with the City.

The City will enter negotiations with the top ranked consultant in all cases. If an agreement cannot be reached, the City will then enter negotiations with the next highest ranked consultant.

Item 3: Who was selected for the PM contract advertised last summer?

Response: *No contract has been awarded for project management. The RFP for project management that was previously released did not yield sufficient responses for a selection to be made.*

Item 4: What type of coordination will be involved between the chosen PM and the consultant selected for this project?

Response: *The Project Manager will be part of the consultant's team (see previous answer).*

Item 5: What community outreach has already occurred for the project?

Response: *Some community outreach has been done as part of the grant requirements. The City is looking to consultants for recommendations on the level of community outreach necessary to complete a successful ATP funded Rail Trail Project.*

Item 6: Is there broad community support, or does this need to be established?

Response: *Broad community support was established and confirmed from testimony in community meetings and results of online survey that was prepare to support the City's grant application.*

Item 7: Are there community meetings/workshops anticipated as part of the planning and design phases?

Response: *Yes, the City is looking to consultants to determine the appropriate amount of community outreach.*

Item 8: Is there a vision on the need for planting/vegetation on the corridor?

Response: *There is no preliminary landscaping design.*

Item 9: What about irrigation?

Response: *Irrigation will likely need to be incorporated in the design.*

Item 10: Has a deadline been established for additional Requests for Information (RFI)?

Response: *Final questions/RFI from consultants must be received by COB 2/15. The City will distribute its final addendum on 2/18.*

Item 11: Is an active bidder list available for this Request for Proposals (RFP)?

Response: *There is no bidder list for this RFP.*

Item 12: The expected project schedule detailed on page 20 of the RFP is no longer current. Has an updated project schedule been developed based on expected date of project allocation as well as any other pertinent changes to project scope following submittal of the Active Transportation Project (ATP) grant application?

Response: *The City still hopes to meet the environmental completion deadline of 10/21 that is referred to in the grant proposal. Biological assessments will likely need to begin almost immediately after the contract is awarded in late March.*

Item 13: Has there been any community input into the design parameters to date such as trail lighting, access points, or landscape features?

Response: *There has been minimal community input at this point.*

Item 14: What is anticipated as far as community outreach (i.e. use of social media, community meetings, web pages, etc.)?

Response: *The City is looking to consultants to determine level of effort needed to deliver a successful State funded Rail Trail Project. This includes recommendations for methods of outreach.*

Item 15: Are there particular community groups that need focusing on?

Response: *The City would like to focus on groups that represent potential users of the trail such as local schools, Howard Hospital, CCC, etc..*

Item 16: Has any schematic design been done to date besides what was provided in the RFP?

Response: *No other schematic design has been done.*

Item 17: Can we have access to the site to review field conditions and determine any issues that may arise?

Response: *Site access may be able to be arranged, but will require coordination with the railroad companies.*

Item 18: The RFP mentions trail lighting. Is there a need to light the whole length of the trail or just particular locations, such as intersections? What type of lighting fixtures will be required (i.e. light poles or bollard type lighting)? Will new services be required, or can the lighting connect to the existing streetlight system?

Response: *The City anticipates that the full length of the trail will need lighting. The street lights in Willits are maintained by PG&E. The City does not have an electric department and does not own that utility. Any power upgrades will require PG&E involvement. The City anticipated the use of solar lighting, at least in part, when applying for the grant, but lighting design is part of this contract. A combination of poles and bollard-type lights is most likely, but not known by the City.*

Item 19: The RFP mentions pedestrian bridges. Will the bridges be pre-manufactured, or will they need to be designed? Will the bridges need to support vehicles for maintenance and emergency purposes?

Response: *Ideally, the pedestrian bridges will support emergency vehicles, but other alternatives can be discussed. The City has no preference at this time as to whether the bridges are pre-manufactured or designed and built in place. Both options should be explored. This is part of the design services the City is seeking.*

Item 20: The RFP mentions in-ground warning lights at two street crossings. Is there a particular manufacturer that the City would like to use? Will the warning lights need to be connected to the rail signals?

Response: *Some kind of enhanced crossing is desired at East Hill Road and East Commercial Street. The exact design is something we are looking to consultants to provide as part of the whole project design. The City does not currently own or control any in-ground lighting, and so has no preference.*

Item 21: The RFP mentions landscaping. Can the landscaping requirements be elaborated upon to define planting types, density and location, irrigation requirements, site amenities, etc.?

Response: *Landscaping for the trail is not currently well defined. The City is looking to the selected consultant to determine these elements of the landscape design. Conceptual and final landscape design is part of this contract.*

Item 22: A substantial portion of the proposed trail appears to be located within the floodplain. Does the City have any drainage studies in the vicinity available for reference and use?

Response: *The City does not have any drainage studies for this area.*

Item 23: The RFP indicates that there are three bridges that are to be constructed as part of the project. It appears from the documentation provided in the RFP that the bridges cross streams. Construction activities within the bed or bank of waterways are typically subject to permitting from regulatory agencies including the North Coast regional Water Quality Control Board, California Department of Fish & Wildlife and the US Army Corps of Engineers. Has there been any project consultation with these agencies as part of the grant application and proposed cost structure? Is such information available for review as part of the RFP process?

Response: *All three bridges do cross streams and will likely require permits from NCRWQCB, DFW, and/or the Army Corps. Project consultation has not yet occurred with these agencies. Project consultation with outside agencies will be a part of this contract.*

Item 24: Are there known or suspected cultural resource or historic sites located within the proposed trail alignment?

Response: *There are no known historic or cultural resource sites within the project area.*

Item 25: Environmental investigation has been conducted to assess soil and groundwater conditions of the existing railroad track alignment in the area of East Commercial Street. Does the City of Willits have information regarding other known or suspected environmental sites within the proposed trail alignment?

Response: *No*

Item 26: We would assume that a Phase I Environmental Site Assessment (ESA) would be needed to help understand the environmental setting of the proposed trail alignment. Have any Phase I ESAs been completed by or for the City of Willits for the alignment of the trail?

Response: *No, no Phase I ESAs have been completed.*

Item 27: The RFP indicates that the proposed project budget may be inadequate for the proposed scope of work. What provisions are proposed to complete the project if indeed the project costs exceed those included in the RFP and grant?

Response: *There is a potential to re-allocate funds from the construction phase to Construction Engineering. The City does anticipate needing to shift some funds to CE (hence the \$1 million contract amount, when only \$900,000 is budgeted for professional services in the grant application). The City does expect the construction funds and total project budget to be adequate to complete the project. There are no other funds available for this project.*

Item 28: Does the contract require the use of a Caltrans approved indirect cost rate?

Response: *Yes.*

Item 29: What type of bridge construction does the City prefer?

Response: *The City doesn't have a preference. We are looking to the consultant for recommendations. Constructability, environmental impact, aesthetics, and cost should all be considered.*

Item 30: Do the pedestrian bridges need to be designed to support any level of motorized vehicle traffic?

Response: *See response #19*

Item 31: Does the path need to be designed for any level of motorized vehicle traffic?

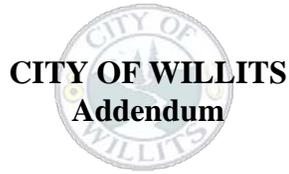
Response: *It is greatly desired that the path will have the ability to support maintenance and emergency vehicles, preferably for the entire length. However, if there are constraints, some sections could be designed for non-motorized use only. The City will work with designers to determine alternatives, if necessary.*

Item 31: The Rail Trail RFP mentions City R/W. Do we need to define street R/W's at each intersection?

Response: *It somewhat depends on the proposed design, but given that each street crossing is a mid-block crossing; it is likely that the right of way will need to be established for each street that the trail intersects.*

Item 32: **CORRECTION OF NOTICE TO PROCEED DATE

Correction: *The Notice to Proceed date on page 9 of the RFP shall be amended to be 3/29/21.*



Receipt of this Addendum shall be acknowledged in the space below and the addendum acknowledgement will become part of the contract documents. By signing this form, the undersigned hereby acknowledges the receipt of the addendum.

ADDENDUM #1 ACKNOWLEDGMENT

Firm Name: _____

Representative Name: _____
(this person must have legal authority to enter into a bid for this firm)

Business Address: _____

Business Phone No.: _____

Business Fax No.: _____

Date

Representative's Signature

By signing, I represent that I have reviewed the specifications, plans, and contract documents, including this addendum, and it is my opinion that this addendum has provided clear communication as to the expectations of such.

A COPY OF THIS ADDENDUM MUST BE PROVIDED WITH YOUR PROPOSAL