

## **Addendum No. 1**

July 14, 2003

### **Lower Manhattan Development Corporation**

### **Lower Manhattan Airport and Commuter Access Alternatives Analysis**

#### **Acknowledgement of the Addendum**

Please acknowledge receipt of this addendum in your proposal.

#### **Responses to Questions**

*Would any proposed alternative include options for service west of the Hudson River?*

No, such options are not anticipated.

*Would any proposed alternative include options for access via Midtown Manhattan?*

No, it is not anticipated that options involving the accessing of Manhattan via Midtown — i.e. options that proceed from a first stop in Midtown to Lower Manhattan — will be considered.

*Would it be acceptable for our proposal to present sections A,B, and C in a different sequence to enhance clarity?*

Respondents will not be penalized for responding in a different format, so long as clear references are made to the sections designated in the RFP.

*Please clarify what is expected to be included in Section C Methodological Approach as different from the discussion of the tasks and scope in Section A Work Program and Schedule.*

The Work Program should spell out a detailed and comprehensive program that includes the specific elements such as task sequencing and deliverables that are listed in the RFP. The Methodological Approach should be a more general description of the applicant firm's overall approach to major research projects and an explanation of how such approach will be applied in this case.

*Re: Attachment 4, Schedule A, Article 1, Item 1.3. We assume this does not mean we cannot form teams for this bid with subconsultants and M/WBE subconsultants. Can you clarify if we must have approval from LMDC before teaming for the proposal?*

Approval is not required from LMDC before teaming for the proposal. Attachment 4 details the provisions of a standard LMDC Consultant Agreement and its terms are enforced upon the execution of such an agreement; this language therefore pertains to subconsultants identified subsequent to a firm's retention.

*Are the Resource and Reference Materials listed in Section E on pages 14 and 15 of the RFP available for review at LMDC offices during the proposal period?*

No.

*The RFP did not indicate that the fee proposal was excluded from the page count. Can we have clarification that the cost proposal is indeed excluded?*

The fee proposal is excluded from the 75-page limit. The fee proposal must be submitted in a separate, clearly marked, sealed envelope.

*Should the Executive Summary be a separate volume? Is it part of the 75-page limit?*

The Executive Summary should not be a separate volume. The Executive Summary does count towards the 75-page limit.

*Does a cover letter or table of contents count towards the 75- page limit?*

No.

*Can the use of a limited number of 11x17 pages (i.e. schedule, graphics) be counted as single pages in the proposal?*

Yes.

*Due to the potential of the Sample Document volume to become very large, we would like to be able to provide hard copy as appropriate and cd copies for much larger file work products with the relevant portions included within the binder. Would this be acceptable?*

Yes.