

**Addendum No. 1  
November 26, 2002**

**Lower Manhattan Development Corporation Request For Proposals for  
Chinatown Traffic and Transportation Improvements Study (RFP LMDC-14)**

**Reminder of Prior Revisions**

- (1) The original RFP was revised as of November 13, 2002 and is available on our web site: <http://www.renewnyc.org>.
- (2) The deadline for responses to this RFP was extended to December 3, 2002.

**Acknowledgement of the Addendum**

Please acknowledge receipt of this addendum in your proposal submission.

**Responses to Questions**

***The RFP states that respondents are limited to 10 one (1) sided pages, except for work samples, which are to be included in a separate, bound appendix. Does “work samples” refer specifically to the “five major projects” mentioned in section 2.3?***

Yes. “Work samples” refers to the “five major projects,” which must be included in a separate, bound appendix (in addition to the ten (10) one (1) sided pages).

***If the fee proposal is to be contained in a separate sealed envelope, does it still count toward the ten (10) page limit?***

No.

***Are the resumes of principals, project managers, and other key staff part of the ten (10) page limit of the proposal, or may they be attached to the appendix?***

The resumes of all involved staff members should be included as part of the ten (10) page proposal.

***Does LMDC have a set of budget guidelines for this study?***

The budget guidelines for this study will be determined by LMDC and the selected firm(s) through the execution of a formal contract.

***Does the cover letter count as part of the ten (10) page limit?***

Yes.

***How much money has been set aside for this study?***

The amount of funding allocated for each study is determined on a project-by project basis.

***Will there be a pre-bid meeting for this RFP?***

No.

***Can the 20% M/WBE requirement be satisfied by using an M/WBE as a joint venture partner?***

Yes.

***Will active participation in / contribution to civic groups involved in the rebuilding of Lower Manhattan be viewed favorably?***

LMDC will consider the specific experience presented by each responding firm and the effect of any experience on a firm's ability and qualifications to perform the services requested should be articulated in the proposal.

***How heavily does prior experience completing NYCDOT traffic analysis projects weigh?***

LMDC will consider the specific experience presented by each responding firm and the effect of any experience on a firm's ability and qualifications to perform the services requested should be articulated in the proposal.

***Does being on another LMDC contract disqualify a firm from proposing on this one?***

No. However, as requested in the RFP, any existing or future contractual relationships that may give rise to a conflict of interest or appearance thereof should be disclosed in the "Conflicts of Interest" section of the responding firm's proposal and may be the basis of LMDC's selection decision.

***Does being on another contract relating to Lower Manhattan disqualify a firm from proposing on this one?***

No. However, as requested in the RFP, any existing or future contractual relationships that may give rise to a conflict of interest or appearance of impropriety should be disclosed in the “Conflicts of Interest” section of the responding firm’s proposal and may be the basis of LMDC’s selection decision.

***Will proposing on this RFP disqualify a firm from proposing on any upcoming RFPs by state agencies (i.e. NYMTC (CATS), NYSDOT)?***

LMDC cannot comment on the possible submission criteria of other organizations. Any firm(s) selected by LMDC to perform the services sought by this RFP will not be engaged until the execution of a formal contract with terms and conditions that may restrict a firm’s ability to consult, work, or contract with other entities.

***Will the LMDC’s transportation consultant be called upon to review / critique work completed by the Port Authority’s transportation consultant or the NYSDOT’s transportation consultant?***

This is not called for specifically in the scope of services listed in the RFP. However, the selected firm(s) will be required to perform all services necessary to complete the study and may be required to work with and coordinate efforts with city and state agencies.

***Effective Communication Skills is listed as one item of selection criteria. Is it necessary to give bilingual presentations of results (i.e in Chinese and in English)?***

No. However, the selected firm(s) may be required to assist in such presentations.

***The RFP lists “availability of principals” as a selection criterion. How important is it that these principals have served in senior positions at transportation agencies?***

The quality of the principals listed will be determined by the overall quality of their work, and the breadth and depth of their work experience.

***Can we obtain a list of the firms already selected by LMDC on other RFPs?***

Available information about firms and teams that are already under contract with LMDC can be found on our web site: [www.renewnyc.com](http://www.renewnyc.com).