

ADDENDUM No. 1

Request for Proposals

Konocti Corridor Vehicle Miles Traveled (VMT) Study

Pursuant to the Request for Proposals (RFP) for the *Konocti Corridor Vehicle Miles Traveled (VMT) Study*, the deadline to submit written questions was **March 18, 2022**. This Addendum addresses questions received through that date.

Question #1: Regarding the “detailed budget” requested under Section IV(H) of the RFP, the question points out this includes costs for “Direct Labor Overhead.” The question then continues asking “Since this is confidential information can we either mark the Cost proposal ‘Confidential’ or can we provide it in a sealed envelope?”

Response: Consistent with Section 022D of the Lake APC Procurement Policies & Procedures Manual, proposals (minus the cost proposal/estimate *until the time of award*) will not be treated as confidential documents unless they are marked as such by the proposer and the proposer is able to demonstrate the documents contain the type of information protected by law as confidential or trade secret. Large portions of proposals are typically public records. All detailed cost estimates (“cost proposals”) and evaluations related to costs will be kept strictly confidential throughout the evaluation, negotiation, and selection process. Only the members of the evaluation committee and RTPA officials, employees and agents having a legitimate interest will be provided access to the cost proposals and cost evaluation results *during this period*.

If there is specific information that a proposer wishes to be kept confidential after the time of award, it should be marked as confidential, and the proposer should be able to demonstrate that the information is protected by law as confidential.