

ADDENDUM No. 1

Request for Proposals

Lake County Tribal Transportation Needs and Engineered Feasibility Study

Pursuant to the Request for Proposals (RFP) for the *Lake County Tribal Transportation Needs and Engineered Feasibility Study*, the deadline to submit written questions was **February 18, 2026**. This Addendum addresses questions received through that date.

Question #1: Would it be possible to get the Cost Proposal form in an Excel format?

Response: We were able to convert the pdf version of the Cost Proposal into Excel format. It will be made available on request.

Question #2: What would be the anticipated end date for this Project?

Response: Ideally, the Lake Area Planning Council is seeking to have the project completed by the fall of 2027, although there may be some flexibility on when the final products are due. However, no later than the end of the 2027 calendar year.

Question #3: For the engineered feasibility designs (Task 5), can you clarify whether field review is expected for all potential priority projects or only the final top three per tribe?

Response: Field review should focus on those projects considered to be priorities. These will likely be determined (in most cases) prior to the need for review. However, deciding between certain cases may hinge on the need for additional evaluation, including possible field reviews.

Question #4: Will Lake APC or tribal leadership assist in arranging access to tribal lands for field reviews, particularly where sites may advance approval?

Response: Lake APC staff will be available to help coordinate access to tribal lands, although the primary responsibility will lie with the consultant.

Question #5: Does APC prefer TAG meetings to be held in person, virtual, or hybrid?

Response: Lake APC has no real preference.

Question #6: Are existing GIS layers, roadway datasets, tribal transportation plans, or previous studies available for all tribes?

Response: It is uncertain how much of these data are available from individual tribes. It will require inquiry on a case by case basis.

Question #7: Did you receive any grant funding for this project? If so, can we get a copy of the grant application?

Response: Funding for the project comes through the Caltrans Sustainable Transportation Grant Program. Copies of the grant application will be made available upon request.

Question #8: What is the budget and schedule for this project?

Response: Section VI(G) of the RFP notes that available funding will be \$215,000, per the grant award. The tentative schedule is included in the grant application under “Cost and Schedule,” roughly extending through fall/winter of 2027.

Question #9: Please confirm a Cover Letter with our submittal is acceptable.

Response: Cover letters are acceptable.

Question #10: In IV. PROPOSAL REQUIREMENTS under C. Personnel, the wording is asking for a lot of information which can be contained in resumes such as “The prospective contractor shall describe the qualifications of all professional personnel to be employed, including a summary of similar work or studies performed, a resume for each professional”. Please confirm that is it acceptable to have all this information in the resumes.

Response: It will be left to the proposer to determine how best to fulfill the requirements listed in Section IV.

Question #11: In IV. PROPOSAL REQUIREMENTS under C. Personnel you ask for “a statement indicating how many hours (estimated) each professional will be assigned to the contract and what tasks each professional will perform.” Please confirm it is acceptable to include a table displaying this information.

Response: It will be left to the proposer to determine how best to fulfill the requirements listed in Section IV.

Question #12: Do we place the project Organization Chart Under IV. PROPOSAL REQUIREMENTS under C. Personnel?

Response: It will be left to the proposer to determine how best to fulfill the requirements listed in Section IV.

Question #13: In IV. PROPOSAL REQUIREMENTS under C. Personnel you ask for “a statement indicating how many hours (estimated) each professional will be assigned to the contract and what tasks each professional will perform” and under G. Schedule of Tasks you ask for “and the estimated staffing and hours to accomplish each task and deliverables.” Can you clarify the difference for these? If it is the same information, should we provide it in C or G?

Response: It will be left to the proposer to determine how best to fulfill the requirements listed in Section IV.

Question #14: In IV. PROPOSAL REQUIREMENTS under I. Signature - most of the items you are requesting usually go in the Cover Letter. Is placing this information in the letter acceptable or do we need to have a Section I – Signature in our submittal?

Response: It will be left to the proposer to determine how best to fulfill the requirements listed in Section IV.

Question #15: In B. Proposal Evaluation, you mention “knowledge of local conditions”. How many points are being awarded to knowledge of local conditions?

Response: As noted in the RFP,

Overall, evaluation will focus on the comprehensive nature of the proposal (thoroughness of responses, knowledge of local conditions, etc.) and will be based on the following criteria:

Criterion Weight

1. Approach to tasks and duties (scope) 30%
2. Cost of proposal, including budget/resource allocation 30%
3. Experience relevant to tasks and duties 20%
4. Qualifications, Education and training 10%
5. General Experience 10%

Question #16: In the RFP it states that “Costs shall be segregated to show (by task) hours, and fully weighted rates (see Attachment A) and may be considered confidential upon request by the proposer.”

Can we provide the cost in a separate sealed envelope due to the sensitive nature of the information?

Response: Yes, information considered confidential may be provided in a separate sealed envelope. The “Lake APC Policies and Procedurals Manual” notes that information provided will not be considered confidential “unless they are marked as such by the bidder/offeror and the bidder/offeror is able to demonstrate the documents contain the type of information protected by law as confidential or trade secret.”

Question #17: If not, can you please provide your policies and processes for confidential/proprietary information?

Response: See Response to Question #16 above.