



REQUEST FOR PROPOSALS
Comprehensive Operational Analysis

DULUTH TRANSIT AUTHORITY

Addendum #3

June 26, 2020

1. Please note, the due date for the Comprehensive Operational Analysis HAS BEEN CHANGED to **2:00 p.m. on WEDNESDAY, JULY 15, 2020.**

Please change your records accordingly.

2. Questions will be accepted until Wednesday, July 8, 2020. Responses will be provided on Thursday, July 9, 2020.

3. The DTA is waiving all requirements for in-person meetings. Please delete all references to travel costs, in-person meetings or other references to activities that require a physical presence at the project. The DTA may, at its sole option, request that the project manager attended the final presentation meeting, but will negotiate travel costs with the selected Consultant at that time. Respondents shall not include any costs for travel in their cost proposal.

4. Costs for individual Tasks are requested for the DTA to understand the costs versus the benefits of the Tasks as they relate to the whole project. The project budget will be managed based on the total project with flexibility for costs between the respective Tasks.

5. Regarding Task 7, Scheduling support. The DTA will accept Proposals that omit Task 7, however, the entire RFP Scope of Work is included in the Evaluation process. Respondents who submit a Proposal that does not include Task 7 must include an explanation or solution on how the Consultant's COA recommendations will be implemented by the DTA without completion of this Task. The Task requirement is as follows:

Task 7: Prepare scheduling component for short term recommendations in service plan

- Route definition, trip building, blocking, and optional run cutting using Trapeze for implementable launch of new transit service model. Documents and presentation slides should be provided as PDF and MS Office files. The Consultant should also submit the final versions of all GIS files, graphics, and photos used to produce the deliverables. The meeting schedule(s) as presented in this Scope of Services should be used as a general guideline(s): DTA expects Consultant to be available for phone or internet meetings if/whenever deemed necessary by DTA and may exceed the number of meetings outlined above.

6. The DTA is evaluating requests for changes to the standard contract and will provide a summary in a separate addendum.