

**ADDENDUM NO. 2**

**RFP# F24-7013-39C**

**KCATA ROUTE SERVICES RESTORATION STUDY**

**Kansas City Area Transportation Authority  
1350 E. 17<sup>th</sup> Street  
Kansas City, Missouri 64108**

**Issue Date: June 14, 2024**

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This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to change and/or interpret the RFP documents by additions, deletions, clarifications, or corrections. The Contractor shall acknowledge in the proposal the receipt of this Addendum.

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**PROPOSAL DUE DATE AND TIME**

June 19, the due date of the Proposal, is an observed holiday for Kansas City Area Transportation Authority. Delete June 19 due date and replace with June 20, 2024, at 2:00 p.m. Kansas City local time.

**REQUESTS FOR CLARIFICATIONS**

1. In Attachment D (Price Proposal):

- Please confirm that the first table should include the rates and hours for *both* the prime and each subconsultant on the team.
- Please confirm that the second table is intended for the administrative markup that the prime includes for each subconsultant.
- The instructions at the top of the form state that expenses should be included in the fully burdened rate, but there is also a table to list project expenses (third table). Does KCATA want the expenses included in the total cost within the first two tables; then have the expenses pulled from those numbers to show KCATA the breakout?
- There is no space for an *overall total* project cost, show we include one?

**Answer:**

Yes, KCATA expects that all staff members proposed are presented in writing with rates, fees and titles at the time of Proposal due date. A revised Price Proposal is included with this Addendum that includes a breakout for prime and subconsultant rates, expenses, and project total.

2. In the *Project Manager and Key Personnel Experience and Qualifications* section, resumes are requested for key staff. However, resumes are also requested in the *Subcontractor Utilization Plan* for key subconsultants. If resumes are included for the entire team (key staff) in the first section, do you want resumes for subconsultants provided again?

**Answer:**

One reference to the resume for all key staff members proposed, whether prime or subconsultants, is adequate. Please make sure the proposal content is easy to follow so that evaluation team members are not searching for required information.

**ATTACHMENTS**

- Revised Receipt of Addenda Form
- Revised Price Proposal (Attachment D of RFP)

**END OF ADDENDUM**

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**Kansas City Area Transportation Authority**

**1350 E. 17<sup>th</sup> Street**

**Kansas City, Missouri 64108**

Proposers shall return this **RECEIPT OF ADDENDA** form when submitting their bid. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the Bidder non-responsive.

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*We hereby acknowledge that the Addenda noted below have been received.*

Addendum #1 Dated \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum #2 Dated \_\_\_\_\_ Date Received \_\_\_\_\_

Company Name \_\_\_\_\_ Date \_\_\_\_\_

Address/City/State/Zip \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

**ATTACHMENT D – REVISED PRICE PROPOSAL**  
RFP #F24-7013-39C – KCATA ROUTE RESTORATION STUDY  
(ISSUED VIA ADDENDUM #2 JUNE 14, 2024)

*Provide the billable hourly rates and number of hours for everyone (by position and name) to be assigned to this project. The rates shall be fully burdened and include all profit, overhead, and expenses required to perform the Scope of Work on this project. If more line-item pricing is required, please provide an additional sheet of paper. A range of hourly rates is not acceptable. The rates provided in this Price Proposal will remain in effect during the term of the contract.*

PRIME CONSULTANT DIRECT LABOR <i>Include Title and Name</i>		ESTIMATED HOURS	RATE PER HOUR	TOTAL ESTIMATED COST
Project Manager			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
TOTAL FOR PRIME CONSULTANT				\$

SUBCONSULTANT _____		ESTIMATED HOURS	RATE PER HOUR	TOTAL ESTIMATED COST
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
TOTAL LABOR PRICE FOR SUBCONSULTANT #1				

SUBCONSULTANT _____		ESTIMATED HOURS	RATE PER HOUR	TOTAL ESTIMATED COST
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
TOTAL LABOR PRICE FOR SUBCONSULTANT #2				\$

SUBCONSULTANT _____		ESTIMATED HOURS	RATE PER HOUR	TOTAL ESTIMATED COST
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
TOTAL LABOR PRICE FOR SUBCONSULTANT #3				\$

**ATTACHMENT D – REVISED PRICE PROPOSAL (CONTINUED)**  
RFP #F24-7013-39C – KCATA ROUTE RESTORATION STUDY  
(ISSUED VIA ADDENDUM #2 JUNE 14, 2024)

<b>OTHER ANTICIPATED PROJECT EXPENSES (INCLUDING TRAVEL)</b>		
<i>Please provide description of expense and quantity, if applicable (i.e., Travel – 5 trips @ \$XXX) listed</i>		
Expense By	Description	Total
		\$
		\$
		\$
		\$
		\$
		\$
<b>TOTAL PROJECT EXPENSE AND TRAVEL</b>		\$

<b>PROPOSED TOTAL PRICE FOR ALL SERVICES, TRAVEL AND ANTICIPATED PROJECT COSTS</b>	
Total Price for Labor (Prime and Subconsultants)	\$
Total Price for Expenses (Including Travel)	\$
<b>TOTAL PROJECT PRICE</b>	\$
Subconsultant Markup % (by Prime)	%

The undersigned, acting as an authorized agent or officer for the Offeror, does hereby agree to the following:

1. The offer submitted is complete and accurate, including all forms required for submission in accordance with the terms and conditions listed in this Request for Proposals and any subsequent Addenda. The offeror shall immediately notify the KCATA in the event of any change.
2. We hereby agree to provide the services on which prices are listed above and in accordance with the terms and conditions listed in the KCATA RFP.

Company Name (Type/Print) \_\_\_\_\_ Date \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_ Email \_\_\_\_\_

Name (Type/Print) \_\_\_\_\_ Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_