



CLARIFICATION MEMORANDUM NO. 1

REQUEST FOR PROPOSALS ENGINEERING CONSULTANT SERVICES

DESCHUTES COUNTY TRANSPORTATION SAFETY ACTION PLAN UPDATE

MAY 17, 2024

The following is a list of questions received and responses by the Agency in regards to the Request for Proposals:

- **Question 1** - *On page 9 of 11 of the RFP, there is a statement that says, "Consultant shall prepare a separate scope of work for both the Department." Can you clarify which Departments?*

Agency Response to Question 1 – The fourth bullet of Section 2-D on page 9 of the RFP should read as follows:

- **A draft line item scope of work for consultant services (not including hourly or cost estimates within the body of the proposal) should be included.**

Only one scope of work should be included in a proposal. The RFP was originally prepared by the County as a joint RFP with the Bend MPO, who will also be updating their TSAP soon. The County and MPO were coordinating a single RFP for separate contracts with each agency using the same contractor. The MPO decided not to partner on the RFP in the few days prior to advertisement, so County staff quickly updated the RFP to exclude the MPO. The last sentence of the fourth bullet of Section 2-D on page 9 of the RFP originally read "Consultant shall prepare a separate scope of work for both the Department and the MPO." This sentence should have been deleted in its entirety.