

November 14, 2019

**REQUEST FOR QUALIFICATIONS (RFQ)
FOR
TASK-BASED TRAVEL DEMAND MODELING AND DATA MANAGEMENT**

ADDENDUM #1: QUESTIONS AND RESPONSES

The following questions were submitted in writing to CRCOG prior to the November 12, 2019 4:00pm question deadline:

Question 1: Would this opportunity preclude [the consultant] from pursuing other opportunities with CRCOG such as future corridor studies that would use the modeling information?

Response 1: CRCOG does not anticipate a situation where the consultant for Travel Demand Modeling and Data Management would be precluded from pursuing additional opportunities / corridor studies with CRCOG. However, in accordance with the *Disclosure of Confidential Information* that will be required of the selected consultant, “the travel forecast model shall be used only for the improving and updating the model in addition to conducting analyses associated with individual studies” and other tasks as assigned. As such, data and analysis from the model may not be used by the consultant in preparing a proposal for a future opportunity, either while the consultant is under contract or thereafter.

Question 2: What was the value of this contract the last time it was issued?

Response 2: The previous contract included an estimated work effort of 1,260 hours. The contract resulting from this RFQ will be a task-based agreement, with hours and fees negotiated as tasks are assigned during the contract period. As such, it is not yet known whether the new contract will have more or fewer hours than the contract that is expiring.

Question 3: It is noted in the requirements section that the “selected consultant must have one staff member available to work within the CRCOG office at least one day per week.” What are the requested qualifications and responsibilities of the staff member that will be working in the CRCOG office?

Response 3: The individual who will be working in the CRCOG office should be a technical expert with enough experience and knowledge to operate and adjust the model independently as well as answer CRCOG staff questions related to the model. This individual and his/her qualifications should be clearly identified within the RFQ response. While it is likely that the in-office individual will be the consultant’s Project Manager, this is not a requirement.