



LOS ALAMOS

INCORPORATED COUNTY OF LOS ALAMOS

101 Camino Entrada, Building 3
Los Alamos, New Mexico 87544 (505) 709-5503
Procurement Division

April 1, 2024

TO ALL HOLDERS OF SOLICITATION DOCUMENTS FOR:

**Request for Proposals No. RFP24-58
RFP Name: Traffic Asset Management Software**

Addendum No. 2

This Addendum No. 2 forms a part of the Solicitation Documents and modifies, as noted below, the original Solicitation Documents identified above.

This Addendum provides to all potential Offerors, a deadline date and time by which written questions must be received, clarification regarding the Cost Proposals, and County responses to written questions received.

All other provisions of the Solicitation Documents shall remain unchanged. This Addendum No. 2 is hereby made a part of the Solicitation Documents to the same extent as those provisions contained in the original documents and all itemized listings thereof.

Each Respondent is requested to acknowledge receipt of this Addendum No. 2 with the Proposal Forms.

I hereby acknowledge receipt of this Addendum No. 2.

Signed _____ Print Name _____ Date _____

Title _____ Company _____

Deadline to Submit Written Questions

The deadline to submit written questions remains **April 20, 2024, 2:00p.m. Mountain Time.**

Clarification Regarding Cost Proposals

The RFP has been adjusted as follows to include revisions related to the cost proposal:

1. **Exhibit G – Cost Proposal Tab 00 Instructions No. 6 and Proposal Response Components Page 19, Section 13 Cost Proposal Nos. 3 and 4 are deleted in their entirety and replaced with the following:**

“Provide costs for all services (including additional or optional services) for up to (15) years of the term of an agreement. County cannot negotiate pricing for Proposed services in future years of an agreement. However, County will consider, but is under no obligation to accept proposed future year unit prices or price escalations, which may include but are not limited to price escalations based on a specified dollar amount, a specified percentage, a capped not-to-exceed dollar amount or percentage (e.g., annual increases will never exceed the lesser of \$1,000.00 or 3%, per year over the prior year’s fee amounts), or some other formula (e.g., a specific Producer Price Index or Consumer Price Index). If proposing such a price escalation mechanism for future years of an agreement, Offerors should also clearly describe the process and timing for Offeror to notify County of any such increase and the process by which County would approve such an increase in future years. County, at its sole discretion, reserves the right to accept any given proposed fees and price escalation mechanism and process for any agreement term length.

County discourages autorenewal or ‘evergreen’ provisions. If Offerors are unable to propose pricing or a price escalation mechanism and process for fifteen (15) years, County may consider contracting for a shorter term. Offerors should note that the ability to provide services and pricing or a price escalation mechanism and process for a fifteen (15) year agreement term is County’s preference and is a scored evaluation criteria.”

2. **Exhibit G – Cost Proposal Tab 00 Instructions No. 7 has been modified as follows:** “Should an Offeror choose not to provide pricing or a price escalation mechanism and process for all fifteen (15) years, the County, for purposes of cost evaluation, shall apply an escalation rate of 5% per year for each year not proposed to the final costs included in the Offeror’s response.
3. **Proposal Evaluation Criteria No. 7 Page 23 has been modified as follows:**

Ability to Provide Services and Pricing or a Price Escalation Mechanism and Process for a Full Fifteen (15) Year Agreement Term

- Fifteen (15) Years = 5 points
- Seven (7) to Fourteen (14) = 3 points
- Less than Seven (7) Years = 0 points

Proposer Questions and County Responses

Question	Answer
1. Q: How would we be notified of the answers? How would we be notified of your decision?	We will notify potential proposers in a formal addendum to the RFP. All addenda will be shared with potential proposers by email and posted on the County website.
2. Q: By the time we receive the answers to our questions, we would not have enough time to prepare our response. Would you please extend the deadline by 30 days after we receive answers to the questions?	County may, at County's sole discretion, extend the submission deadline at any time for any reason or based on the nature of the questions received. County declines to extend the submission deadline at this time.
3. Q: Was a Request for Information (RFI) released for this same project? If so, please list respondents?	An RFI was not issued.
4. Q: Who are the end users? Are they represented on the selection committee? What is their Number?	County Traffic & Streets Division is the end user with roughly 30 division users and 3 users on the committee.
5. Q: Who else is on the selection committee?	Representatives from the County's Information Management Division and Traffic and Streets Division.
6. Q: Did you (you or a 3rd party who helped with the RFP) have demos of solutions that meet your requirements before? What did you like and dislike about them?	Various County departments have received software demonstrations to determine market availability of Asset Management software. County did not receive assistance from a third-party to draft this RFP. County declines to comment on the offerings of other companies as it is irrelevant to this RFP.
7. Q: What are the biggest challenges Los Alamos is experiencing?	The County priorities, desired services, and software functionality needed to meet the County's operational needs are described in detail in the RFP. County seeks to implement a system that can meet all the County's operational needs as described therein.
8. Q: What electronics (mobile devices, tablets, Windows devices such as Surface Pro's) are/would be available in the field? Is/would there be a standard for electronics in the field to employees or do they use personal devices?	iPhones, iPads, and Windows 10 devices are standard electronics used by County. Chrome or Microsoft Edge browsers are available, with Chrome being the County's standard. Please also see Exhibit E for more County Technology Standards.
9. Q: Any requirement of a native Android or iOS app? Any requirement of a native web app?	It is preferred to have iOS and Android apps as well as a native web app that supports mobile devices. Please also see Exhibit E for more County Technology Standards.
10. Q: Will Mobile be used in connected and disconnected mode?	Cellular coverage is inconsistent in Los Alamos, so the mobile application should be able to collect data in and offline mode and sync when returning into service locations.
11. Q: What is your GIS environment like? (What ESRI GIS system(s) do you use? And do you anticipate staying with that, or upgrading in the near future?)	ESRI ArcGIS Pro is our standard. We have no plans on changing.

Question	Answer
<p>12. Q: Is there an approved budget? Over what period? If so, what amount is it? What are the sources: federal funds, state funds, agency appropriated, etc.?</p>	<p>The County's budget is appropriated annually by County Council to meet the County's operational needs. There are no additional sources of funding for this software. Budget has been appropriated for initial implementation of this new software, the amount for which may be subject to change at County's sole discretion. There is not an established budget for all possible fifteen (15) years of an agreement term. For award of an agreement, the County requires a not-to-exceed ("NTE") amount for total compensation for all years of an agreement. In order to estimate the total NTE amount of a potential agreement, the County requests proposed pricing as described above in the Clarification Regarding Cost Proposals.</p>
<p>13. Q: If a feature you request is under construction, would you consider it meets the requirement if it is completed after the award but before the finish of the project?</p>	<p>No, the feature or an alternate solution acceptable to the County must be available as described in Exhibit F at the time of proposal submission in order to meet the requirement for evaluation purposes. If a particular feature is not currently available, Offerors should enter an X in the "Unable to currently provide this feature or requirement" column in Exhibit F. However, Offerors are asked to describe in as much detail as possible and provide pricing or a pricing mechanism and process for Additional, Optional, and Future Functionality and Services as described in Section 9 of the RFP and described above in the Clarification Regarding Cost Proposals.</p>