July 30, 2019

REQUEST FOR PROPOSALS
RFP MODIFICATION No. 1
Operation of the Hudson Valley Transportation Management Center
Contact No, C037694

Dear Interested Parties:

Reference is made to the subject solicitation wherein the following changes are hereby incorporated:

1. RFP Cover Sheet, Delete “July 26, 2019: Deadline for Submission of questions about the RFP at 12:00 PM (Eastern Time)” and Replace with “July 31, 2019: Deadline for Submission of questions about the RFP at 12:00 PM (Eastern Time)”. RFP Response Form, Delete “Section 5.8” and Replace with “Section 5.2.3.5”.

2. Consultant Proposal Submission Checklist, Delete Part I Technical and Management Submittal/Proposal Checklist and Replace with the following:

   **Part I: Technical and Management Submittal/Proposal**
   - One (1) original plus six (6) Printed hard copies (3-ring binder, tabbed and labeled) of Part I plus one complete copy of Part I on CD/Thumb Drive, in Adobe® PDF compatible format
   - Securely sealed and clearly labeled with the Contractor’s name, address, telephone number, contact name, and the words “OPERATION OF THE HUDSON VALLEY TRANSPORTATION MANAGEMENT CENTER, RFP Part I – Technical and Management Submittal/Proposal” “(Contract #C037694)”
   - Signed Cover Letter on official business letterhead (1 page max)
   - Table of Contents identifying each major section and page numbers
   - Narrative Description (1 single-sided page maximum)
   - Approach, Scope of Services and Schedule (5 double-sided pages maximum)
   - Organization and Staffing (2 double-sided page maximum)
   - Experience (2 double-sided pages maximum)
   - Transition (1 single-sided page maximum)
   - Complete and submit Attachment #14: Key Personnel Resume and References (2 double-sided pages maximum for Project Manager)

3. Page 19, Section 4.2.5, Background Checks, Delete “Fees and other costs associated with the background investigations shall be borne by the Consultant”.

4. Page 35, Section 6.3 Technical and Management, Delete “A Proposal to be deemed technically acceptable and susceptible to contract award must receive an average weighted technical evaluation committee score of 49 points out of a total possible 70 points.” And
Replace with “A Proposal to be deemed technical acceptable and susceptible to contract award must receive an average weighted technical evaluation committee score of 42 points out of a total possible 70 points.”

5. Page 38, Section 6.6 Proposal Shortlisting, Delete Section 6.6 in its entirety.

6. Page 38, Section 6.7 Best & Final Offer (BAFO, Optional) & Proposal Withdrawal, Delete “6.7” and Replace with “6.8”.

7. Page 38, Section 6.8 Final and Best Value Evaluation, Delete “6.8” and Replace with “6.7”.

8. Page 39, Section 6.9 Consultant Selection Recommendation & Tentative Contract Award, Delete “6.9” and Replace with “6.8”.

9. Page 45, Section 7.8 Tentative Schedule of Key Events, Delete “July 26, 2019” and Replace with “July 31, 2019” for Question Submittal Deadline.

10. Page 132, Task 1c, first paragraph, Delete “NYSDOT has estimated the value of direct non-salary costs associated with this contract. This estimated value has been included in Attachment 18 – Cost Proposal Workbook.”

11. Page 139, Task 5B, first paragraph, Delete “two (2) vehicles” and Replace with “four (4) vehicles”.