

CITY OF RANCHO MIRAGE

**69825 HIGHWAY 111
RANCHO MIRAGE, CA 92270
(760) 324-4511**

**ADDENDUM TO
REQUEST FOR PROPOSALS
FOR
GENERAL PLAN UPDATE
PROFESSIONAL CONSULTING SERVICES**

**ISSUED:
MARCH 21, 2016**

PURPOSE:

This Addendum (“Addendum”) is being issued subsequent to and as part of the City of Rancho Mirage Request for Proposals for General Plan Update Professional Consulting Services, dated March 7, 2016 (“RFP”), because a prospective bidder or bidders submitted a number of questions requesting further details regarding the RFP. Included below are said questions and answers thereto, all of which shall be made part of the RFP by inclusion into this Addendum.

GENERAL INSTRUCTIONS:

This Addendum constitutes an integral part of the RFP and shall be read in conjunction with the RFP. Where inconsistent with the RFP, this Addendum shall govern. It is the responsibility of all respondents to the RFP to conform to this Addendum. Unless specifically changed herein, all other requirements, terms and conditions of the RFP remain unchanged. All respondents shall acknowledge receipt of this Addendum by signing the form that is attached hereto as Exhibit “A.” All terms capitalized herein shall have the same meaning ascribed to them in the RFP.

QUESTIONS AND ANSWERS:

Question 1: Does the City expect the consultant, with the exception of the Circulation Element, to contribute to the writing of any specific components of the General Plan? If so, please list those elements or portions of elements with which the City would expect assistance.

Answer: Staff intends to update the text for all other elements, but welcomes suggestions from consultants which would help to clearly translate ideas and promote the City’s vision.

Question 2: Could you please provide more specificity regarding changes in the law that need to be incorporated into the General Plan. For example, are there specific items that the City knows need updating, or will the City rely on the consultant to make changes to the elements based on the consultant’s review of the existing General Plan.

Answer: The City expects the consultant to review the existing elements and incorporate any changes to State law, with regard to General Plans, that have occurred since our current General Plan was last updated. Some of the known items that require updating and/or inclusion are: Community and Military Compatibility Planning, Complete Streets, and Local and Tribal Consultation.

Question 3: The RFP indicates that the City does not plan to add any elements, but the Draft General Plan Guidelines include recommendations for healthy city, sustainability, and similar topics. How does the City plan to incorporate these new issues into its General Plan?

Answer: The City does not intend to incorporate standalone elements for healthy city or sustainability, but will incorporate goals, policies and programs into the existing elements which will address such topics.

Question 4: In what format will the exhibits be provided?

Answer: All exhibits will be provided digitally, in PDF format, and will be available on the City's website.

Question 5: Does the City have the original base maps and drawings that the exhibits were prepared from?

Answer: No, the City does not have any original base maps or drawings from the current General Plan.

Question 6: We are concerned that you request an attached appendix containing our financial information. As I'm sure you are aware, documents submitted to the City are part of the public record, and can be secured through Public Records Act requests. We would be glad to provide the City with a letter from our CPA indicating that we are financially sound. Please indicate whether this or another alternative would be acceptable to the City.

Answer: Please provide a separate sealed envelope, marked CONFIDENTIAL, which includes the requested information. That envelope will only be opened if your firm is selected as the most qualified candidate, and the financial information will be "for our eyes only". If selected as the most qualified candidate, all financial information will be returned to your firm once the City Council awards a contract.

Question 7: Item C2 in the RFP states that in case of a joint venture, to list 5 projects only performed by the same team. If there are less than 5 projects prepared by the same team, can we list other projects that were prepared by the firms individually?

Answer: No, please list only the projects that were completed by the proposed project team.

Question 8: Item G in the RFP states that a recent circulation and land use element sample must be submitted that was prepared in the last 3 years. Is it ok if the examples are over 3 years old?

Answer: If you do not have examples from the past three years, you may submit your most recent submittals for our consideration. Please ensure that the date of the document is clearly identified.

Question 9: For preparation of the Circulation Element update RIVTAM will be used as the forecasting tool. What level of modification to RIVTAM is expected in terms of network and socio-economic data updates?

Answer: The Consultant is to update the CRM Circulation Element using the best traffic forecasting modeling available, which would include review of existing and forecast growth within the CRM, as well as adjacent Cities, to determine if RIVTAM represents current growth patterns. If inaccuracies are found, Consultant shall modify RIVTAM Model as necessary.

Question 10: How many intersections and roadway segments does the City anticipate will be included in the Circulation Element?

Answer: The scope of intersections and roadway segments should be similar to the 2005 General Plan, which was 20 key intersections and approximately 50 roadway segments. Consultant shall advise if more or less are recommended.

Questions 11: How many Circulation Alternatives is the City considering to be included in the analysis?

Answer: It is anticipated that Recommended Roadway Plan from 2005 General Plan will be updated and supported. Consultant shall advise if Circulation Alternative(s) should be considered.

[THE REMAINDER OF THIS PAGE LEFT INTENTIONALLY BLANK]

EXHIBIT "A"

**ADDENDUM RECEIPT
ACKNOWLEDGEMENT FORM**

By signing this form, I hereby acknowledge receipt of the Addendum dated March 21, 2016 ("Addendum") to the City of Rancho Mirage Request for Proposals for General Plan Update Professional Consulting Services, issued March 7, 2016 ("RFP"). I agree to include this signed instrument as part of any proposal package submitted in response to the RFP and Addendum.

By:

Title:

Date: _____, 2016