



July 22, 2020

**REQUEST FOR PROPOSALS (RFP) for
Transit-Oriented Development (TOD) Policy Update Services
Dated June 29, 2020**

QUESTIONS AND ANSWERS NO. 2

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Q1: In reviewing Appendix B, it states that Appendix B-3 is only required if Federal funds are used. Since there are no federal forms required, do we need to complete the Derivation of Rates form B-3, or are we able to use our standard billing rates in filling out B-2.

A1: Because this project is not federally funded, Proposers do not need to include details regarding Actual Hourly Rate, Fringe Benefit, Overhead, General Administration, Combined Indirect Cost Rate, Indirect Costs, Fee/ Profit %, and Fee/ Profit. Proposers only need to provide their Fully Burdened Billing Rates, escalation rate, and the resulting calculated values on the Appendix B-3, Derivation of Rates Form. A formal Addendum revising Appendix B-3, Derivation of Rates will be posted on Bonfire when ready.

Q2: Is MTC willing to extend the due date for receipt of proposals?

A2: Yes. The due date for proposals will be extended to 4:00 p.m. (PDT) on Thursday, July 30, 2020. A formal addendum reflecting this change will be posted on Bonfire when ready.

[Other questions received and under consideration:]
None

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