



TRINITY METRO®

October 2, 2025

ADDENDUM #3

THIS ADDENDUM IS ISSUED TO:

TITLE: General Planning Consultant (GPC)

RFP Number: 25-T056

Purpose: To provide answers to proposal questions and provide information

***** ANSWER IS IN RED *****

1. Will the GPC consultant be precluded from being selected to perform planning or final design services for future urban rail services?
 - a. No, the GPC consultant is not automatically excluded from future planning or final design work for urban rail services. Any future selection would need to follow a separate competitive procurement process and comply with all applicable Texas and Federal Procurement rules, including conflict of interest requirements. If the prior work creates a situation where the consultant has a competitive advantage or access to non-public information, the agency may need to take steps to mitigate that advantage to ensure a fair and open competition.
2. Will the GPC consultant be precluded from performing final design services for routes identified and preliminary design performed as part of the GPC services?
 - a. No, the GPC consultant is not automatically precluded from performing final design services for routes they helped identify or develop during preliminary design. However, any future selection must follow a separate competitive procurement process and comply with all applicable Texas and Federal procurement regulations, including conflict of interest provisions. If the prior work creates a situation where the consultant has a competitive advantage or access to non-public information, the agency may need to take steps to mitigate that advantage to ensure a fair and open competition.
3. Will a DBE-certified subcontractor who is listed on the Texas Unified Certification Program (TUCP) web site, but currently not in the Work Districts/Regions of “Dallas/Fort Worth” (but are in other regions) be acknowledged and accepted as meeting the DBE-certified subcontractor for the Trinity Metro GPC goal?
 - a. Any DBE that is certified and listed in the TUCP directory will suffice.
4. Would Trinity Metro accept anticipated percentage allocations for each subcontractor in Form 3, given that this is an on-call contract and exact dollar amounts won't be known until task orders are issued?
 - a. That is fine as long as you discuss this anticipated percentage with the subcontractor and note it on the portion that they have to sign.

5. In addendum 2 of the RFP, the response to question 23 stated “more pages could be allowed” for the page count of Section B. Project Approach. Can you specify how many pages can be added? Or if 11x17 pages can be used to stay within the 10-page limit? We are requesting an additional 5 pages in that section, for 15 total pages.
 - a. Yes, an 11x17 can be used to stay within the 10-page limit.

6. Category A, Item 1 & 3 – Ability of Professional Personnel and Category C, Item 1 & 2 – Past Performance
 - We noted that both Category A (Items 1 & 3) and Category C (Items 1 & 2) request experience managing and completing tasks as part of a transit-related GPC and related transit industry planning efforts within the last five years. As not all agencies use the “GPC” designation for similar scopes of work, could Trinity Metro please confirm whether past performance from contracts with comparable planning services—such as PMCs, GEPCs, GECs, or planning-focused on-call agreements—may be included, provided the services align with the Scope of Work outlined in RFP #25-T056?
 - a. Yes, similar scopes of work, including PMCs, GEPs, GECs, etc can be included when detailing experience.

7. Category B – Project Approach, Environmental Scope of Work
 - Could Trinity Metro please clarify the expectations for “Site-Specific Impact Assessment” and how this may differ from “Environmental Site Assessments” under Category B?
 - a. A Site-Specific Impact Assessment is a non-intrusive evaluation on the potential effects of a proposed project on its environmental, social, health, and economic activities. An Environmental Site Assessment is an evaluation that identifies potential or existing environmental contamination liabilities for a real estate holding.

8. Category E – Pricing and Cost Effectiveness
 - Could Trinity Metro please clarify whether a description of our methodology for developing pricing and task order proposals—particularly in terms of cost effectiveness and responsiveness—is expected in addition to completing Form F15 (hourly rates and expenses)? We noted that task order management and response processes are also referenced under Category B – Project Approach and want to ensure our response is appropriately aligned.
 - a. If you feel a description of your methodology for developing pricing and task order proposals would be helpful in assessing your proposal, please include.

9. General – Page Layout and Submission Format
 - The Bonfire Portal lists the Letter/Cover Page as a separate upload. Could Trinity Metro confirm whether this section is subject to a page limit?
 - For graphics such as organizational charts or maps, is 11x17 page size permitted? If so, would it count as one page toward the overall page limit?
 - a. The Letter and the cover page is not counted in the overall page limit, and 11X17 is counted as one (1) page.

10. General – Contractual Restrictions

- Will the selected GPC be restricted from participating in future solicitations that result from GPC task orders (e.g., NEPA, design, or construction contracts)?
 - a. No, the selected GPC would not be automatically restricted from participating in future solicitation that result from GPC task orders – such as NEPA, design, or construction contracts. However, participation in future work must comply with all applicable Texas and Federal procurement regulations, including conflict of interest rules. If the GPC’s role in developing scopes or recommendations creates a competitive advantage or access to non-public information, the agency may need to assess and mitigate any potential conflict to ensure a fair and open procurement process.

11. Evaluation Criteria D. Workload of the Firm

- The criteria requires a list of **all** completed and active projects that the Vendor has managed within the past five years. In addition, list **all** projected projects that Vendor will be working on in the near future.

Our firm manages over 1,000 projects annually across the country, making a comprehensive list difficult to provide within the page limitations. Would Trinity Metro please confirm whether this requirement may be interpreted to include only projects that are similar in scope to the services outlined in RFP #25-T056—such as transit-related planning efforts—or further limited to projects within Texas or the Dallas-Fort Worth area?

- a. Yes, this is intended to reference similar work that you would like us to consider as part of your proposal.

12. Out of an abundance of caution, we would like to request additional clarification regarding Section C.2. Specifically, could you please confirm whether you are requesting:

- An organizational chart of our **firm’s project team**, and not
- An organizational chart for the **client**?

If the request pertains to the client’s organizational chart, please specify how many levels beyond the client’s project manager you would like us to include.

- a. This is intended to be the organizational chart for the firm’s project team in relation to the specific project being referenced.

ALL TERMS OF THE REQUEST FOR PROPOSAL REMAIN THE SAME UNLESS CHANGED THROUGH A WRITTEN AMENDMENT TO THE REQUEST FOR PROPOSAL. NO ORAL CHANGES ARE BINDING. CHANGE REQUESTS MUST BE IN THE FORM OF A WRITTEN REQUEST TO BE ANSWERED IN A WRITTEN ADDENDUM.

RESPONDANTS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE FORM 1 IN THEIR PROPOSAL. FAILURE TO DO SO MAY INVALIDATE THE PROPOSAL.

End of Addendum # 3