



**ADDENDUM NO. 1
ALAMEDA CTC RFP NO. R21-0003
CONTRACT COMPLIANCE AND EQUITY SUPPORT SERVICES**

December 23, 2020

Request for Proposals (RFP) No. R21-0003 is modified as set forth in this Addendum No. 1. The original RFP remains in full force and effect, except as modified by this Addendum, which is hereby made part thereof and subject to all applicable requirements hereunder as if originally shown and/or specified. Proposers shall take this Addendum into consideration when preparing and submitting proposals.

The RFP is hereby revised per the following:

- 1. RFP Appendix B (Reference Materials) shall be deleted in its entirety and replaced by the following:**

B. REFERENCE MATERIALS

The following information and documents related to this RFP are incorporated herein as if attached:

1. Finance and Administration Committee Memorandum
https://www.alamedactc.org/wp-content/uploads/2020/11/4.5_FAC_FY2019-20_CE_Utilization_Report_20201109.pdf
2. 2018 Comprehensive Investment Plan
https://www.alamedactc.org/wp-content/uploads/2018/11/2018_CIP_FINAL_20170427.pdf
- ~~3.~~ Local Assistance Procedures Manual (LAPM)
<https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm>
 - o Chapters 9, 10 and 15
- ~~4.~~ Local Assistance Procedures Manual (LAPM) Forms
<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>
 - o Exhibit 9-D: Contract Goal Methodology
 - o Exhibit 9-E: Sample Evaluation of Good Faith Effort
 - o Exhibit 9-F: Monthly Disadvantaged Business Enterprise (DBE) Payment
 - o Exhibit 9-G: Sample Procedure for Good Faith Efforts
 - o Exhibit 9-H: Sample Procedure for Reconsideration Hearing
 - o Exhibit 10-A: A&E Consultant Audit Request Letter and Checklist
 - o Exhibit 10-H1~H3: Sample Cost Proposal (Example #1 thru #3)
 - o Exhibit 10-H4: Cost Proposal for Caltrans with Prevailing Wages
 - o Exhibit 10-I: Notice to Proposers DBE Information
 - o Exhibit 10-K: Consultant Annual Certification of Indirect Costs and Financial Management System
 - o Exhibit 10-O1: Consultant Proposal DBE Commitment
 - o Exhibit 10-O2: Consultant Contract DBE Commitment
 - o Exhibit 10-R: AE Sample Contract Language
 - o Exhibit 15-H: Proposer/Contractor Good Faith Effort (F-PDF), EX15H(Word)

- 3.5. Instructions for Exhibit 10-C A&E Consultant Contract Database
<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ae/files/exhibit-10-c-database-instructions.pdf>
- 4.6. Frequently Asked Questions on Public Works
<https://www.dir.ca.gov/Public-Works/PublicWorksSB854FAQ.html>
- 5.7. Frequently Asked Questions – Prevailing Wage
https://www.dir.ca.gov/OPRL/FAQ_PrevailingWage.html
- 6.8. Director's General Prevailing Wage Determinations
www.dir.ca.gov/oprl/DPreWageDetermination.htm
- 7.9. Local Business Contract Equity Program
www.alamedactc.org/contract-equity
- 2017 Local Business Contract Equity (LBCE) Program (December 7, 2017)
 - Certified Firms
 - EBIA Common Certification Application Overview
 - EBIA Common Certification Application
 - EBIA Common Re-certification Application
 - Certification Standards for LBCE Program - Supplemental B
 - Certification Checklist
 - IRS Forms and Instructions (e.g., see Form 4506-T)
 - Exhibit A1 - Procurement Process: Professional Services
 - Exhibit A2 - Compliance Language: Professional Services
 - Exhibit B1 - Procurement Process: Construction
 - Exhibit B2 - Compliance Language: Construction
- 8.10. Disadvantaged Business Enterprises (DBE) Federal Program
<https://dot.ca.gov/programs/civil-rights/dbe>
- 9.11. Code of Federal Regulations Title 49, Subtitle A, Part 26 (49 CFR Part 26)
https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl
- 10.12. Labor Code Sections 1720-1861
https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?lawCode=LAB&divi=2.&title=&part=7.&chapter=1.&article=1.&goUp=Y

Approved for issuance:



Patricia Reavey
Deputy Executive Director of Finance and Administration