



OFFICE OF THE PURCHASING AGENT

TOWN OF ARLINGTON
730 Massachusetts Avenue
Arlington, MA 02476

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DATE: June 8, 2021

TO ALL BIDDERS

BID NO. 21-28

SUBJECT: Minuteman Bikeway Planning Project

ADDENDUM NO. 2

TO WHOM IT MAY CONCERN:

With reference to the bid request relative to the above subject, please note the following:

SEE ATTACHED QUESTIONS & RESPONSES

ADDENDUM MUST BE ACKNOWLEDGED WITH BID SUBMISSION.

All other terms, conditions and specifications remain unchanged.

Very truly yours,

Town of Arlington

Domenic R. Lanzillotti
Purchasing Officer



RFP 21-28, Minuteman Bikeway Planning Project
Additional Questions for RFP
Due Date: June 4, 12:00 PM

Responses to additional questions about the RFP:

1. Will the Town consider accepting responses to this RFP completely via email or secure file transfer instead of paper, given continuing concerns regarding transmission of the COVID-19 virus? Additionally, will the Town accept electronic signatures?

Unfortunately, the Town cannot accept electronic-only submittals. When the Purchasing Officer receives the proposals, he will separate out the technical proposals from the price proposals and will give the technical proposals to the Department of Planning and Community Development to review. Once we have done our review and determined the best candidate for the project, only then can we see the price proposal. In other words, we cannot use the price proposal in our decision-making for the most qualified candidate. With electronic or secure file transfer we do not have a method of keeping these properly separated at this time to ensure that the price does not come into play in the technical review.

Yes, we will accept electronic signatures for contracting.

2. Could the proposal deadline be pushed back due to the Memorial Day holiday and the short turnaround time for receiving responses to questions (due by 12 pm on June 4)?

No, we cannot push back the deadline for proposals. Staff will respond to individual proposal questions as promptly as possible and publish all additional questions and responses as another RFP addendum by Monday, June 7.

3. Does the Department of Planning and Community Development know when interviews for RFP proposals will be held, if necessary?

No, we do not have a particular date and time in mind as we will not know how many interviews may be necessary or when they may happen until we have reviewed all the proposals.

4. Are subconsultants required to fill out the Certificate of Non-Collusion and Tax Compliance forms and provide evidence of insurance coverage? Are price proposals submitted by proponents required to comply with federal acquisition regulation (FAR) part 31 (federal cost principles for for-profit entities)?

No, the forms and evidence of insurance coverage are not required for subconsultants. Price proposals are not required to comply with this particular federal regulation.

5. The RFP mentions potential need for upgraded or new signalization at at-grade crossings. There is also reference to recent traffic studies performed in the area. Does the Town have traffic counts at any of the at-grade crossing locations (dates/hours of counts would be helpful) or will they be required as part of this planning study?

Yes, the Town has counts for several of the at-grade crossings, although many are several years old. It is not expected that the current unsignalized at-grade crossings, of which there are two (Water Street and Linwood Street), would require a traffic signal warrant survey given the lower traffic volumes on these cross-streets. The main purpose of this task with regards to the unsignalized crossings is to provide analysis of how the Bikeway traffic could be better prioritized and support potential changes that may include giving Bikeway right-of-way priority where Bikeway volumes outpace vehicle traffic volumes or where Bikeway user safety would be improved. These unsignalized crossings also have unusual geometry and intersecting roadways that make them a little challenging; making recommendations on this issue would also be appropriate. As for the signalized intersections, the intent is not to redo or recreate a signal warrant analysis for those locations. The goal is to determine if additional changes to signage and markings, as well as signal timing or phasing, should be done to create better flow and safety for Bikeway users. For example, there have been safety issues raised by residents about the Bikeway crossing of Mystic Street and Mass Ave that should be analyzed more closely to see if they warrant making some smaller changes and to support discussions with Town Departments on dealing with these concerns.