ADDENDUM No. 3

<table>
<thead>
<tr>
<th>Item</th>
<th>Page No.</th>
<th>Articles &amp; Paragraph</th>
<th>Clarifications and/or Corrections</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>General Addendum No. 2</td>
<td>The suspension of this Request for Proposals as described in Addendum No. 2 is no longer valid. This Request for Proposals No. LRT-12-185-PICS is now re-activated per the clarifications outlined in this Addendum No. 3.</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Cover</td>
<td>Due date for receipt of Proposals is revised to Thursday, May 24, 2012. (see attached)</td>
</tr>
<tr>
<td>3</td>
<td>6</td>
<td>Paragraph 10 RFP Schedule of Events</td>
<td>Several dates have been revised by approximately 2 weeks. (see attached)</td>
</tr>
<tr>
<td>4</td>
<td>7</td>
<td>Paragraph 13.C Communications and Requests for Clarifications</td>
<td>Last date for questions is revised. (see attached)</td>
</tr>
<tr>
<td>5</td>
<td>9</td>
<td>Paragraph 14 Proposal Delivery, Due Date and Time</td>
<td>Deadline for submissions of Proposals is revised to Thursday, May 24, 2012. (see attached)</td>
</tr>
<tr>
<td>6</td>
<td>11</td>
<td>Paragraph 18.B.6 &amp; .7</td>
<td>Proposal due date is revised to May 24, 2012. (see attached)</td>
</tr>
<tr>
<td>7</td>
<td>All</td>
<td>RFP Attachment A Scope of Services</td>
<td>Delete and replace Attachment A - Scope of Services with revised Attachment A. (see attached)</td>
</tr>
<tr>
<td>8</td>
<td>All</td>
<td>RFP Attachment L Price Proposal Form</td>
<td>Delete and replace Price Proposal Form with revised Attachment L (see attached and also question #1).</td>
</tr>
</tbody>
</table>

NOTE: Omitted text in RFP Addendum documents is denoted by strikethrough. Added text in RFP Addendum documents is denoted by underline. All changes to text in RFP Addendum denoted by outside border mark at side of changed paragraph.
**LIST OF QUESTIONS AND METRO RESPONSE(S)**

The following questions and METRO Responses are hereby made a part of and subject to the Request for Proposals.

<table>
<thead>
<tr>
<th>Item</th>
<th>Questions / Answers</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Q</td>
<td>Attachment L (Price Proposal) of the RFP states that direct expenses such as mileage, parking, travel, etc. are to be included in the Loaded Hourly Rates. Typically, direct expenses are a separate line item. Please clarify how you would like these expenses calculated. Also, are the estimated hours listed in Attachment L for example purposes only?</td>
</tr>
<tr>
<td>A</td>
<td>METRO has revised the price sheet page (see attached). It is the responsibility of the Offeror to define other reimbursable (allowable) direct costs. The estimated hours are for evaluation purposes only. The actual number of hours may vary and will be defined by each task order.</td>
</tr>
<tr>
<td>2 Q</td>
<td>Please clarify the requirement for a telephone hotline – is it active during the construction phase only?</td>
</tr>
<tr>
<td>A</td>
<td>As defined in the scope of services, paragraph 7.6 – Communications and Public Outreach, the telephone hotline will be active only during the construction phase.</td>
</tr>
<tr>
<td>3 Q</td>
<td>Does the font requirement apply to graphics or just the body of text?</td>
</tr>
<tr>
<td>A</td>
<td>METRO will allow a 10-point font (ARIAL ONLY) for photos (graphics) with word captions, text in tables, team organization chart and other personnel charts ONLY. Everything else must be Arial font, 11-point.</td>
</tr>
<tr>
<td>4 Q</td>
<td>Do the front and back cover count towards the 20 page limit (not mentioned in the RFP)?</td>
</tr>
<tr>
<td>A</td>
<td>No, a front and back cover to your proposal do not count in the 20 page limit.</td>
</tr>
<tr>
<td>5 Q</td>
<td>With regard to the subject RFP, is it correct that a certified DBE firm submitting as a prime contractor is not required to document outreach efforts to other DBE firms?</td>
</tr>
<tr>
<td>A</td>
<td>The outreach requirement is applicable for all proposers. If a firm does not / or is unable to identify subcontracting, subconsulting and/or supplier opportunities and is self-performing, the firm must indicate such on both DBE forms (Attachment A and Attachment B) and sign and date. Even though the proposer's DBE status and certified scope(s) of work may be counted towards the overall proposed DBE participation, the proposer must state clearly its intent to self-perform the specific scope(s) of work (Attachment C-LOI).</td>
</tr>
</tbody>
</table>
## ATTACHMENTS:

<table>
<thead>
<tr>
<th>Attachment</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP cover and pages 6, 7, 9 &amp; 11</td>
<td>Revision to several dates</td>
</tr>
<tr>
<td>Attachment A – Scope of Services</td>
<td>Replaced in its entirety.</td>
</tr>
<tr>
<td>Attachment L – Price Proposal Form</td>
<td>Replaced in its entirety, plus new Word version included in email</td>
</tr>
</tbody>
</table>

END OF ADDENDUM NO. 3
VALLEY METRO RAIL, INC.

LRT-12-185-PICS

REQUEST FOR PROPOSALS (RFP)

PUBLIC INVOLVEMENT
CONSULTING SERVICES

DUE:
Thursday, May 10, 2012
3:00 P.M. Local Phoenix Time
8. RFP AS EXCLUSIVE BASIS

This RFP represents the most comprehensive and definitive statement the Agency is able to make as to the requirements, terms and conditions for this procurement and the performance of the Work. This RFP and any subsequent written addenda shall serve as the sole basis upon which Offerors may submit Proposals. Any information or understanding, verbal or written, which is not contained either in this RFP or in subsequent written addenda to this RFP shall not be considered by the Offeror in submitting its proposal.

9. PROPOSAL TERM

All Proposals received in response to this RFP shall be valid for a minimum term of one hundred and twenty (120) calendar days from the Submittal Date (hereinafter referred to as the “Proposal Term”).

10. RFP SCHEDULE OF EVENTS

The solicitation, receipt and evaluation of Proposals, and the selection of the Offeror awarded to perform the Work, will conform to the following anticipated schedule:

- Advertise: Sunday, March 25, 2012
- Request for Proposals Release: Monday, March 26, 2012
- Pre-Proposal Conference: Thursday, April 5, 2012
- Last Date for Questions/Inquiries: Friday, April 19, 2012
- Final Addendum: Thursday, May 3, 2012
- Proposals Due: Thursday, May 10, 2012
- Oral Interviews: Thursday, June 7, 2012
- Notice of Intent to Award: Friday, June 18, 2012
- Contract Award: Thursday, July 26, 2012
- Notice to Proceed: Monday, July 30, 2012

11. AVAILABILITY OF RFP DOCUMENTS

A. RFP documents will be available on or about Monday, March 26, 2012.

B. The AGENCY’s offices are located at 101 N. 1st Avenue, Suite 1300, Phoenix, AZ 85003.

C. The Request for Proposal package may be obtained by contacting the AGENCY’s Contracts and Procurement Section by email at LRTProcurement@metrolightrail.org. Any questions regarding this solicitation should be directed to the AGENCY’s Contracts and Procurement Section by Fax to 602-271-9361, or by email to LRTProcurement@metrolightrail.org.
D. Any addenda to this RFP shall only be provided to those firms who have obtained a set of RFP documents from the AGENCY’s Contracts and Procurement Section.

12. PRE-PROPOSAL CONFERENCE

A. A Pre-Proposal Conference will be held on Thursday, April 5, 2012 at 1:00 P.M. (local time) in the Board Room at the AGENCY’s office, Valley Metro Rail, Inc., 101 N. 1st Avenue, Suite 1300, Phoenix, AZ 85003.

B. Agency representatives will be available during the Pre-Proposal Conference to answer questions. These individuals will not be available to respond to inquiries regarding this RFP outside of the Pre-Proposal Conference. Though attendance is not mandatory, it is strongly recommended that representatives of interested Offerors attend the Pre-Proposal Conference. Offerors are also encouraged to have their proposed sub-consultants attend the Pre-Proposal Conference.

C. Offerors are requested to submit written questions in advance of the Pre-Proposal Conference. Questions generated at the Pre-Proposal Conference will be answered, if necessary, by written Addendum to the RFP. Nothing stated at the Pre-Proposal Conference or otherwise will change or qualify, in any way, the provisions of this RFP or be binding on the Agency.

D. Any changes to the RFQ will be made by written Addendum only.

13. COMMUNICATIONS AND REQUESTS FOR CLARIFICATIONS

A. All correspondence, communications, and/or contacts regarding this RFP shall be in writing and must be addressed to:

   Russell A. Smith
   Manager, Procurement & Risk Management Services
   Valley Metro Rail, Inc.
   101 N. 1st Avenue, Suite 1300
   Phoenix, AZ 85003
   FAX: 602-271-9361
   Email: LRTProcurement@metrolightrail.org

B. If an Offeror determines at any time that the Work or any matter relating thereto is not sufficiently described or explained in the RFP, or that any conflict or discrepancy exists between portions thereof or with any federal, state or local law, ordinance, rule, regulation or other standard or requirement, the Offeror shall submit a written request for clarification to the AGENCY.

C. Written questions must be submitted via email to LRTProcurement@Metrolightrail.org before the last date for inquiries identified in RFP Schedule of Events, which is 5:00 P.M. (Phoenix, Arizona local time) on April 19, 2012.

D. Responses to questions and/or inquiries will be issued in the form of written addenda from the AGENCY to all parties who obtained a printed set of RFP documents from the AGENCY. Offerors shall not rely upon any oral statements or conversations with the AGENCY employees, agents, or representatives regarding the RFP documents.
14. PROPOSAL DELIVERY, DUE DATE AND TIME

A. Proposals shall be submitted to:

Russell A. Smith
Manager, Procurement and Risk Management Services
Valley Metro Rail, Inc.
101 North 1st Avenue, Suite 1300
Phoenix, Arizona 85003

B. The deadline for submission of Proposals is Thursday, May 10, 2012May 24, 2012, at 3:00 P.M. Phoenix, Arizona local time (hereinafter referred to as the “Submittal Date”).

C. Timely receipt of a Proposal will be determined by the date and time the Proposal is received at the above address. Proposals received after the Submittal Date shall be returned to Offeror(s) unopened and without further consideration by the AGENCY.

D. Offerors are encouraged to hand deliver their Proposals. No facsimile or electronic submissions will be accepted.

15. MODIFICATION OF PROPOSAL

A modification of a Proposal already received by the AGENCY will be accepted by the AGENCY only if the modification is executed by an individual legally authorized to bind the Offeror, received by the AGENCY prior to the Submittal Date, or is made pursuant to a Final Revised Proposal (FRP) request. All modifications shall be made in writing and submitted in the same form and manner as the original Proposal.

16. WITHDRAWAL OF PROPOSAL

A. A Proposal may be withdrawn by written notice received by the AGENCY at any time prior to the Submittal Date. A Proposal may be withdrawn at the delivery address shown above, in person by an Offeror or his/her authorized representative, provided that his/her identity is made known and that he/she signs a receipt for the Proposal prior to the Submittal Date.

B. By submitting a Proposal and not properly withdrawing it prior to the Submittal Date, an Offeror agrees that it shall keep its Proposal open and shall not withdraw its Proposal for the duration of the Proposal Term, or any agreed upon extension thereof.

17. ADDENDA

A. Revisions

1. In the event that it becomes necessary to revise any part of this RFP, a written addendum will be provided to those “Document Holders of Record” who have obtained a set of RFP documents from the AGENCY.

2. The AGENCY reserves the right to amend this RFP at any time. Any amendments to, or interpretations of, the RFP shall be described in written addenda.
5. The RFP Proposal will have two (2) envelopes:

   #1 Envelope – Technical Proposal

   #2 Envelope - Price Proposal

6. Proposals shall be submitted in a sealed package, clearly marked in the lower left hand corner as follows

   RFP No. LRT-12-185-PICS
   (Name of Submitting Firm)
   Public Involvement Consulting Services
   Technical Proposal
   Due: May 10, 2012 - May 24, 2012 - 3:00 P.M. (Phoenix local time)
   RFP No. LRT-12-185-PICS

7. Price Proposal (Attachment L) (one copy) shall be submitted in a separate sealed package, clearly marked in the lower left hand corner as follows

   RFP No. LRT-12-185-PICS
   (Name of Submitting Firm)
   Public Involvement Consulting Services
   Price Proposal
   Due: May 10, 2012 - May 24, 2012 - 3:00 P.M. (Phoenix local time)
   RFP No. LRT-12-185-PICS

C. Content Requirements

1. The RFP shall be submitted in accordance with the section requirements described below. A blank divider page should precede each section with an index tab extending beyond the far right side of the page. The index tab should have the appropriated section number typed thereon. At a minimum, each Offeror should address the items set forth in the sections outlined below.

2. RFP shall be limited to twenty (20) pages and shall be prepared in single-spaced type, 11-point Arial font, on 8-1/2” x 11” pages using one side of the paper only. Divider pages are not included in the page limitation, provided that divider pages are blank. Pages should be numbered at the bottom to show the page numbers and total number of pages in the RFP; e.g. Page 1 of 20, Page 2 of 20, etc.

3. A maximum two (2) page introductory letter should be submitted. There is a limitation of fifteen (15) pages on information directly related to the five (5) evaluation criteria listed with total possible points of 1000 in Section II below. The remaining three (3) pages of additional supportive information may include resumes, additional project descriptions, graphs, charts, photos, references, etc., and is at the discretion of the Offeror, provided that the total twenty (20) page limit is maintained for the RFP.
ATTACHMENT A - SCOPE OF SERVICES

1. INTRODUCTION

1.1. The Regional Public Transportation Authority ("RPTA") and Valley Metro Rail, Inc. ("METRO") are soliciting proposals from qualified Consultants to provide public involvement and community relations consulting services. From time to time, task orders either will be issued solely by RPTA or solely by METRO.

1.2. As authorized by A.R.S. § 41-2631 and 41-2632, this procurement is being conducted on behalf of the Regional Public Transportation Authority (RPTA).

2. DESCRIPTION OF PURCHASING ENTITIES

2.1. The RPTA is governed by a Board of Directors comprising a representative of each of sixteen member agencies including the cities of Avondale, Chandler, El Mirage, Glendale, Goodyear, Mesa, Peoria, Phoenix, Scottsdale, Surprise, Tempe, and Tolleson; the Towns of Buckeye, Gilbert, and Wickenburg; and Maricopa County.

2.2. METRO is a nonprofit public corporation governed by a Board of Directors consisting of the five Member Cities of Phoenix, Tempe, Mesa, Glendale and Chandler. Representatives from each member city comprise the METRO Board of Directors.

3. BACKGROUND

3.1. RPTA and METRO are responsible for operating, planning, designing and building a regional public transportation system that includes:

3.1.1. A 57-mile high-capacity transit/light rail system as defined in the Regional Transportation Plan ("RTP", as amended) as adopted by the Maricopa Association of Governments (MAG) and financed under the one-half cent sales tax extension. Planning, and design in some cases, has begun on the six extensions that make up the remainder of the 37 miles yet to be built. Two have been defined as light rail corridors: the 5-mile extension into Northwest Phoenix and a 3.1-mile east extension into Central (downtown) Mesa. Also, the Tempe South Corridor has been defined as a 2.6-mile modern streetcar project. The other three corridors, including an 11-mile extension into west Phoenix, a 5-mile extension west into Glendale and a 12-mile extension into northeast Phoenix, have yet to be determined as a specific transit mode and route.

3.1.2. High Capacity Transit/Light Rail and Regional Transit Services maps
3.1.3. The RTP also includes 79 miles of additional high capacity projects in five corridors that are preliminarily identified as arterial Bus Rapid Transit (BRT) projects. Two of the five corridors (Main Street in Mesa, and Arizona Avenue/Country Club Drive in Mesa, Gilbert and Chandler) are complete and in operation. A design concept report has been completed for a third corridor (Scottsdale/Rural Road in Scottsdale and Tempe). The RTP also includes an extensive express BRT network (often referred to as freeway express bus).

3.1.4. RPTA and METRO are responsible for the operation of a regional public transportation system including bus and rail services, dial-a-ride and alternative services programs, carpool and vanpool programs, and providing assistance to local businesses to help them meet the Maricopa County trip reduction goals through alternative modes of transportation (bus, carpool, vanpool, bike, telework, etc.).

3.1.5. RPTA administers the regional ADA dial-a-ride eligibility program along with mobility services such as travel training.

3.1.6. RPTA provides regional marketing and communication programs, public and business outreach and public involvement for the transit system.
3.1.7. RPTA leads the development of a regional fare policy and managing a program of fare distribution outlets.

3.1.8. RPTA leads regional efforts in identifying periodic service changes, including the public involvement associated therewith.

4. **TERM OF ENGAGEMENT**

4.1. The selected Consultant will provide the required staff, resources and expertise to effectively assist in the support of the services identified in this RFP.

4.2. A three-year contract for initial services will be issued upon execution of the contract with (2) options of renewal for subsequent one year periods, subject to the annual review and recommendation of the RPTA/METRO Boards of Directors, the satisfactory negotiation of terms, and the annual funding appropriation for this purpose.

4.3. RPTA/METRO reserves the right to advertise via open competitive Request for Proposals (RFP) or Request for Qualifications (RFQ) for any project / task order it deems appropriate. The selected Consultant will be afforded the opportunity to submit proposals on any advertised RFP or RFQ.

4.4. RPTA/METRO will have sole discretion as to which tasks / projects, if any, will be assigned to the selected Consultant. RPTA/METRO reserves the right to request and require additional detailed proposals from its Consultant.

4.5. RPTA/METRO will define detailed scopes of work, schedules and budgets and issue Task Orders on an annual basis. Task Orders are anticipated to range between $150,000.00 and $500,000.00 per year. The total contractual value of the Task Orders will not exceed $2,500,000.00.

5. **TASK ORDER CONTRACTING PROCESS**

5.1. RPTA/METRO will utilize a “Master Agreement” with selected Consultant which establishes basic terms and conditions. Sample Master Agreement provided herein this solicitation. As assignments are issued by RPTA/METRO to Consultant, for each such assignment, RPTA/METRO and the Consultant will negotiate and execute a Task Order to the Master Agreement relating to each specific assignment.

5.2. Each Task Order(s) shall be negotiated to establish, but not be limited to, a defined scope of work, level of effort based negotiated compensation amount, method of payment, schedule, deliverables defined, approval of subconsultants, DBE participation (if any), and any applicable Federal Transit Administration (FTA) specific requirements.
6. GENERAL REQUIREMENTS

6.1. It is the intent of RPTA/METRO to select one (1) team with the capacity to provide Public Involvement Consulting Services. Consultant shall provide Public Involvement services by successfully involving the community in the planning, development and construction of future high capacity transit options. This work may also cover the RPTA transit facility and bus related services. This work may also cover services related to fixed route service, paratransit (dial-a-ride), alternative services and other alternative modes, marketing programs, fare programs, and RPTA transit facility development. Specific responsibilities related to Public Involvement services include but are not limited to:

- Establish working relationships with residents, business interests, and other stakeholders within an assigned area of a project;
- Serve as primary liaison between community interests and technical staff to establish and ensure open lines of communication
- Assist with research, production, and dissemination of project materials
- Assist with the coordination and interaction with transit officials, consultants, and the general public and/or stakeholder groups
- Coordinate interface between rail and bus related activities and issues
- Route inquiries about the assigned project from the public to the Project Manager or other appropriate staff
- Arrange and schedule meetings, public open houses and workshops regarding the project, based on direction from the Project Manager or other appropriate staff

6.2 The scope of services includes assistance in the implementation of a Public Involvement Plan (PIP) supportive of the local needs associated with the project(s) within the area. Minimal services may also be required to assist with public meetings on multiple extensions of the RPTA/METRO system. The scope may include all of the relative tasks associated with the PIP by the Consultant in cooperation of the METRO and RPTA.

7. POSITION DESCRIPTIONS

7.1 Public Involvement Coordinator

This category position involves all aspects of daily project duties including: serving as the primary point of contact for assigned projects; managing and implementing public involvement tasks at the direction of the RPTA/METRO project manager; establishing two-way working relationships with residents,
business interests/owners and other stakeholders within assigned corridor(s); task, schedule, and coordination with subcontractors, vendors, or other special services activities; development and maintenance of project mailing lists and stakeholder comment recording through agency database; draft, finalize and conduct survey work, stakeholder interviews, and questionnaires; develop and produce reports, provide input to RPTA/METRO press releases, display ads, and correspondence; preparation of public involvement plan; input on the utilization of social media tools to promote public involvement activities and programs; attend external client meetings, public meetings, project team meetings with project manager.

7.2 Public Involvement Specialist

This category position involves all aspects of daily project duties including but not limited to: business assistance program coordination and execution; Community Advisory Board (CAB) administration and execution; development and maintenance of mailing list(s) with agency database; assistance with the development, preparation and execution of surveys, questionnaires, and stakeholder interviews; research activities; assistance with drafting and finalizing reports, display ads, presentations, and correspondence; and meeting planning. All these activities are done in conjunction with general project management.

7.3 Clerical

This category position involves responsibility for general administrative support including: word processing/formatting; text and graphics layout and manipulation; proofreading and editing documents; mailing list and database maintenance; create mailing labels for mailings; photocopying and binding of documents and products; other duties as assigned to support the public involvement staff.

8. GENERAL CONSULTING SERVICES OVERVIEW TASK ORDER(S)

8.1 Identify stakeholders

Consultant shall develop a strategic plan to identify all stakeholders within the defined corridor or associated with a project. Stakeholders may include local government, other government agencies, local and adjacent businesses, neighborhood organizations, property owners, interested citizens, special interest groups, the ADA community, low income/minority populations, various advocacy groups and various other Consultants / Contractors working for RPTA/METRO. Consultant staff may serve as the primary point of contact for all stakeholders.

8.2 Develop project database

Consultant will develop appropriate database(s) to record/document all communication and activity related to stakeholder contact.
8.3 **Draft Public Involvement Plan (PIP)**

Consultant will provide input to the development of the Public Involvement Plan (PIP) with the assistance of the Agencies staff for each corridor or project. Development and production of the PIP will be the responsibility of the Consultant. Final approval of the PIP will be the responsibility of RPTA/METRO.

8.4 **Advertising Public Meetings**

Consultant will work with RPTA/METRO to adequately advertise any and all public meetings, which may include preparation of printed and online advertisements, mailing, door-hangers, etc.

8.5 **Meetings and Hearings**

Consultant will develop a strategic plan for public meetings to communicate scope of process. At RPTA/METRO’s discretion, the Consultant will be required to initiate and coordinate all details necessary to conduct periodic meetings with stakeholders, which may be Open House, presentation with speaker script, Q & A, combination, or one-on-one meetings. Details may include but not limited to preparation of printed and online advertisements, mailings, door-hanger, meeting exhibits and collateral materials, preparation of electronic graphics for use in PowerPoint presentations, interface with RPTA/METRO Public Involvement staff and provide additional staff support as needed for project-sponsored meetings and community events based on the needs of RPTA/METRO.

8.6 **Communications and Public Outreach**

Consultant will provide project information to RPTA/METRO staff to assist in the preparation of printed and online publications, news releases, periodic newsletters, fact sheets and brochures that will be distributed to the public by RPTA/METRO staff. Consultant will maintain project telephone hotline, email address, process for response and documentation.

8.7 **Electronic surveys for Public Input**

RPTA/METRO may complement a public involvement effort with an electronic survey. The consultant will assist in the development of the survey and the implementation of the survey. The survey may reside on ValleyMetro.org, the regional transit web site. The survey may reside on a separate site if it is not on the ValleyMetro.org web site.

8.8 **Summary reporting**

Consultant will tabulate all of the public input received through the various channels to the customer. This may include, email, public hearing meetings, electronic and printed surveys, input via RPTA customer service phone line and mail. The consultant will code and tabulate all the relevant information and provide a written summary of the results.
9. **CORRIDOR PHASES**

RPTA/METRO may assign task orders for public involvement consulting services by Corridor Phases or specific corridors as defined in Section 3 herein. There are four phases to a corridor being planned, developed and constructed, which requires public involvement consulting services at various stages to support RPTA/METRO as described below:

9.1. **Planning and Design (Scoping, Alternatives Analysis and Environmental process)**

Consultant must provide public involvement consulting services to support the planning and design phase of a corridor. Planning and design specific tasks apply to services necessary to support future high capacity transit corridors as identified in the RTP and other transit facility studies identified by Agencies, its member cities and partner agencies. Specifically, the project specific scope of services refers to tasks necessary to complete Alternatives Analysis, Conceptual Engineering, and National Environmental Protection Act (NEPA) environmental documentation and Major Transit Facility studies. Most importantly, federally funded projects are subject to a completion of an Alternatives Analysis pursuant to the Federal Transit Administration (FTA) 49 USC 5309(e) (1) (A) and documentation in accordance with the NEPA requirements. FTA, the Federal Railroad Administration (FRA), as well as U.S. Department of Transportation (DOT) planning guidelines are subject to change, it is expected that the Consultant be knowledgeable of the latest updates at all times to support the role of public involvement.

9.2. **Preliminary Engineering**

Consultant will provide public involvement support to preliminary engineering (PE) phase(s) of an extension. A key objective during PE is to define all aspects of each high capacity transit corridor project, the alignment, stations, park-and-rides, maintenance facilities, traction power substations, and bus interface. PI consultant will work closely with policy makers, public agencies, businesses, community stakeholders, utility companies to assure an early and complete understanding of their needs and issues, before design begins. Services in the PE phase are similar in nature to those described in Section 7.1. PI services during the PE phase will include both public meetings and individual stakeholder meetings, to incorporate comments into the PE plans to be used in future phase.

9.3. **Final Design and Construction**

Public involvement services during final design of high capacity corridors are similar in nature to those described in Section 7.1. Public involvement services during construction involve minimizing impacts to businesses, residents and traffic. Involving the public and maintaining positive community relations are key elements to the successful development of the project. Successful public involvement requires that RPTA/METRO and the Contractor be prepared to respond to public comment and concerns in an ongoing effort. RPTA/METRO has a Construction Mitigation Plan that identifies how public involvement activities will address and facilitate both regular communication and circulation for stakeholders and businesses.
9.4. Mitigation Monitoring Plan/Assessment/Revisions

Changes in the project planning, design and construction process occurring as a result of FTA’s Guidance changes and/or FTA comments will be incorporated into AA work and may require additional financial resources to complete. In addition, changes to the public involvement process may require additional scope modifications. Any required resources will be agreed upon and negotiated with RPTA/METRO prior to commencement of work, incurring of cost, or obligation to incur cost. At RPTA/METRO’s discretion, the Consultant may be asked to provide additional public involvement services to participate with other RPTA/METRO staff and Consultant(s) in further environmental work for their respective project at a mutually agreed upon cost for the additional work.

-- End --
ATTACHMENT L - PRICE PROPOSAL

No additional compensation will be paid unless prior agreement is reached with Agency and such agreement is in writing.

Offeror agrees to perform the Scope of Services as identified in Attachment A under the terms and conditions contained herein. The total price shall include all costs for the completion of these services inclusive of all labor, overhead, (i.e. equipment, materials, supplies, telephone charges, travel, lodging and meals.) The pricing shall remain firm for EACH 12 MONTH TERM.

<table>
<thead>
<tr>
<th>STAFF / JOB CLASSIFICATION</th>
<th>STAFFING ESTIMATED HOURS 1</th>
<th># OF STAFF PROPOSING FOR EACH POSITION</th>
<th>DIRECT LABOR RATE 2</th>
<th>AUDITED OVERHEAD RATE 3</th>
<th>LOADED HOURLY RATES 4</th>
<th>TOTAL FY 2012 / 2013</th>
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<tr>
<td>Public Involvement Coordinator</td>
<td>2080</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Public Involvement Specialist</td>
<td>1040</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Clerical / Administrative Support</td>
<td>100</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other 5</td>
<td>100</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Proposed Fixed Fee 6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL PROPOSED PRICE</td>
<td>3320 Total Hrs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

Define other reimbursable direct costs here:

1 – Staffing hours are estimated for evaluation purposes only, actual hours will vary based on individual task orders.
2 – Direct Labor Rate may be a “range”, depending on the number of staff, Offeror is proposing. For the purposes of evaluation, METRO will use an average direct labor rate if proposing more than one staff for each position title.
3 – Audited Overhead Rate must be in compliance with Federal Standards and may be identified as a percentage of direct labor rates.
4 – Loaded hourly rates are inclusive of all labor, overhead, supplies, materials, etc.
5 – Identify other position titles if applicable for your firm.
6. Fixed fee will be negotiated for each task order.
RENEWAL OF SERVICES
In the event the Agency exercises its option to renew the contract for additional periods, the Offeror should provide the maximum percentages of increase that may be requested for each renewal period in the spaces below. The Offeror is cautioned that the percentages shall be computed against the ORIGINAL proposed price for each renewal period. If the following blanks are not completed, prices during renewal periods shall be the same as during the original. Further, the Offeror is advised the Agency does not automatically grant any increase at the time of renewing the contract and that if an increase is requested; documentation of need must be provided at the time of renewal and shall be negotiated.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013/2014</td>
<td></td>
</tr>
<tr>
<td>2014/2015</td>
<td></td>
</tr>
</tbody>
</table>

OPTION YEARS
METRO reserves the right at its sole option to renew this Scope of Services for 2 additional 12 month terms.

<table>
<thead>
<tr>
<th>Option Year</th>
<th>Ending Date</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td>July 30, 2016</td>
<td></td>
</tr>
<tr>
<td>Two</td>
<td>July 30, 2017</td>
<td></td>
</tr>
</tbody>
</table>

SIGNED THIS _______ DAY OF ____________________________, 20_____
FIRM: __________________________________________________________
ADDRESS _______________________________________________________
CITY/ZIP _______________________________________________________
TELEPHONE NO. ______________________ FAX NO. ______________________
STATE OF INCORPORATION _______________________ FEDERAL TAX ID NO. ______________________
BY: ______________________________ SIGNATURE ______________________________
PRINT ______________________________
TITLE ______________________________