

December 22, 2008

ADDENDUM #1
Request for Proposal
09-41-53-00
COMMUTER ASSISTANCE PROGRAM
OPERATION AND IMPLEMENTATION PROJECT SERVICES

This is to provide all prospective consultants with Addendum #1 to Request for Proposals (RFP) No. 09-41-53-00, Commuter Assistance Program Operation and Implementation Project Services, issued by the Riverside County Transportation Commission on December 9, 2008.

Addendum #1 modifies the following paragraphs in the Instructions to Consultants section:

1. Paragraph 5 entitled: Requests for Clarification;
2. Paragraph 7 entitled: Type of Contract to be Awarded;
3. Paragraph 18 entitled: Timing of the Award Process;
4. Paragraph 19 entitled: Proposal Content and Format;
5. Paragraph 19 A4 entitled: Proposal Letter

Should you have any questions in this regard, please contact Cheryl Johns at cjohns@rctc.org or FAX 951-787-7920.

Sincerely,



Cheryl Johns
Procurement and Assets Manager

Attachment

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Instructions to Consultants

Pages 8 and 9. Paragraph 5 entitled: Requests for Clarification. Delete the fourth paragraph of this section, which is at the top of Page 9 in its entirety and substitute the following:

RCTC will respond to all written questions. For those which require a change to the RFP documents, a written addendum will be issued. Responses to written questions and addenda will be posted on the RCTC website. Therefore, all potential proposers to this RFP are encouraged to check the RCTC website frequently. RCTC will not accept any requests for consideration of deviations, exceptions, changes or clarifications after the time and date specified above.

Page 9. Paragraph 7 entitled: Type of Contract to be Awarded. RCTC intends to award a **cost plus fixed fee contract** not fixed price contract as stated in this paragraph. Please correct this error.

Page 14. Paragraph 18 entitled: Timing of the Award Process. The RCTC Commission meets on the **second** Wednesday of the month at **9:30 a.m.** Please correct this error.

Page 15. Paragraph 19 entitled: Proposal Content and Format. Proposals may be single spaced.

Page 15. Paragraph 19 entitled: Proposal Content and Format. Subparagraph 4A. Delete the existing subparagraph in its entirety and substitute the following:

Statement that the Consultant grants authority to RCTC to contact any and all references listed in the proposal. References will be contacted by telephone. Proposers are responsible to ensure that the information provided for named references is complete and current and that the references are prepared to be contacted by RCTC staff.