



RFP-25-61-ART-Transportation Coordination Plan Consultant-AMBMON

Proposals whether mailed, shipped, or personally delivered must be officially received by the Alamo Area Council of Governments (AACOG) by **4:00 pm on July 21, 2025**, in order to be considered. Proposals received after the deadline, regardless of circumstance, will be disqualified. **ABSOLUTELY NO EXCEPTIONS WILL BE MADE.**

All solicitation documents are posted here: <http://www.aacog.com/bids.aspx>
<https://www.txsmartbuy.com>

This addendum is to address Questions & Answers. All parties shall be responsible for reading this entire addendum. The failure to list an item or items of this addendum does not relieve any party affected from performing as per instructions, provided that the information is set forth one time any place in this addendum. The addendum will form a part of the contract document. All other conditions of this RFP remain unchanged.

Q&A The following questions were received according to submission instruction in the RFP.

1. Has the transportation working group that was active during the 2022 Coordinated Plan continued to meet? If so, what organizations are currently participating?

Yes. Worforce Solutions Alamo, The Wesley Nurse Program, Veteran Service Officers, Texas A&M AgriLife Extension, Senior Centers (Rural).

2. Did AACOG reorganize the advisory committee following the 2022 Coordinated Plan? If so, is that committee active? If not, is the reason for not reorganizing still relevant today?

No, AACOG did not reorganize the advisory committee. Yes, the committee is still relevant today.

3. Microtransit was a solution included in the 2022 plan, have microtransit solutions been implemented? If so, where have you seen the most success?

Yes. Microtransit solutions have been implemented in the City of Kerrville and the City of Seguin. We have seen the most success in Kerrville thus far.

4. Strategy 2.4.2 of the 2022 plan called for developing a one call-one click dispatching center. Was that strategy pursued? If so, what has been the outcome so far?

Yes, the strategy was pursued. Discussion on implementation remains ongoing as funding opportunities are researched and pursued.



5. Is the AACOG goal of including HUBs in at least 10% of the total value of contract awarded annually a per contract goal or a goal of the total amount of contracts awarded by AACOG? In other words, does this opportunity have a contract goal of 10% HUB?

This RFP has no weight on HUB/DBE.

6. Has the Regional Coordination Committee (RCC) already been formed?

Yes.

7. Will meetings and workshops with the RCC be in-person, online, or hybrid?

Hybrid.

8. Can AACOG provide a sample contract to share with our legal department?

No, AACOG does not provide sample contracts during the solicitation process. If awarded a contract, AACOG can provide a draft agreement for review, if needed.

9. By what time on Monday, July 21st should proposals be submitted?

Proposals must be submitted no later than 4:00 PM (CST) on Monday, July 21st.

10. Are subconsultants required to fill out any of the proposal forms?

No.

11. Does the 10-point font size requirement apply to graphics, table contents, and photo/image captions?

No, the 10-point font size requirement does not apply to graphics, table contents, or photo/image captions. These elements may use smaller fonts as needed for clarity and formatting, provided they remain legible.

12. Will there be interviews for the top candidates, and when will those interviews take place?

No interviews will be conducted.



13. Will interviews be held in-person, or virtually?

No interviews will be conducted.

14. Can you confirm that the budget for the consultant conducting the work would be \$200,000?

Yes. Up to \$200,000.

15. Are there any internal deadlines for AACOG staff that may differ from the schedule provided by TxDOT for the Coordinated Plan?

No.

16. The RFP indicates a proposal submittal deadline of July 21, 2025. What time must proposals be received by?

Proposals must be submitted no later than 4:00 PM (CST) on Monday, July 21st.

17. Has a date or date range for conducting potential proposer interviews been identified? If held, will interviews be virtual or in-person?

No interviews will be conducted. Award will be based off proposal scoring.

18. When does AACOG anticipate making a decision regarding award of this project?

By or before July 31st, 2025.

19. Should the Vendor Packet (Attachment K) be submitted separate from the proposal or included within the proposal?

Yes, the Vendor Packet (Attachment K) should be included as part of the proposal submission.

20. Page 9 of the RFP indicates the Vendor Packet and a Business Associate Agreement should be completed. Is there a separate form for the Business Associate Agreement?



No, there is not a separate form for the Business Associate Agreement. If awarded a contract, the Business Associate Agreement will be included as part of the final contract documents.

21. Page 21 indicates Attachment J is the “Certification Regarding Lobbying.” However, Attachment J is titled “Certification for Contracts, Grants, Loans, and Cooperative Agreements.” Is this the correct form?

Yes, this is the correct form.

22. The Conflict of Interest form is included both as Attachment G and as part of Attachment K. Should it be submitted both places?

Yes. Complete for both places.

23. Must the Table of Contents, Executive Summary, and Proposal Narrative be labeled as Attachments B, C, and D? Must the forms (blank pages) provided in the RFP be used for these sections?

Yes, label each section as attachments, B, C, & D. The blank pages do not have to be used. Your own letterhead may be utilized.

24. Please confirm the Proposal Narrative section should be comprised of the entire Technical Proposal.

Yes, it should be comprised of the entire technical proposal.

All other conditions of this RFP remain unchanged.

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END OF ADDENDUM

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