



**ADDENDUM #1
Community Planning and Permitting
Boulder County Bike Map Revision
RFP # 7253-21**

August 19, 2021

The attached addendum supersedes the original Information and Specifications regarding RFP # 7253-21 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

1. Question: Could you please confirm if this is a One Time Purchase of all Maps or a Term Agreement?

ANSWER: This is a one-time purchase of the County bike map

2. Question: Does the sustainability questionnaire need to be submitted with the proposal?

ANSWER: Please return the sustainability questionnaire with your proposal. It was accidentally removed from the submittal checklist. It is not being used in the evaluation criteria for this RFP but it is an important piece of information for Boulder County.

3. Question: Can the County disclose the budget for this project?

ANSWER: We do not have an exact budget for the map. We need a reasonable price that is justified in the proposal. Our overall department budget is not large, so we do need to pick a proposal with a reasonable budget, but we understand that needs to be balanced with the need for a quality product.

4. Question: Is there any flexibility on amending the ownership clause, and if so – would that be a difficult process?

Regarding ownership of the work in #36 of your RFP as follows: Ownership of Work Product: All work product, property, data, documentation, information or materials conceived, discovered, developed or created by Contractor pursuant to this Contract (“Work Product”) will be owned exclusively by the County. To the extent possible, any Work Product will be deemed to be a work made for hire. Contractor unconditionally and irrevocably transfers and assigns to the County all right, title and interest in and to any Work Product.

We are at a university that requires sole or shared ownership of the work we do as we represent the university and our work is under their umbrella. This section stood out to our legal advisors and they suggest the following options below. We’d like to know what’s possible.

Optional suggestions

When you put in a proposal you specifically request a deviation from this term to provide a non-exclusive license for any purpose to the Work Product. Given this type of project, the county only needs to know it is free to use the Work Product.

You add 75% to the Modified Direct Cost to provide ownership in the Work Product to the county. UO can provide ownership when: a) Project researchers and VPRI agree, b) UO approves Private Use in any facility the work is carried out.

ANSWER: Yes, the County is amenable to amending the ownership clause by revising that provision to allow for shared ownership of work product. It would not be difficult to make this change.

5. Question: Can we submit more than 2 work samples?

ANSWER: Yes

6. Question: Who designs the layout and additional graphics such as the front/back covers and additional non-map content? If the contractor does this work, can it be done in graphic design programs other than ArcPro (such as Adobe Illustrator or InDesign)?

ANSWER: Please note, this answer is slightly different than what was explained during the optional pre-bid meeting. The full answer is that the County will provide the basic information that needs to be conveyed in the additional graphics. The county may provide some of the content in graphic form that can

be edited or revised by the contractor. The contractor can complete the graphic work in Adobe Illustrator or InDesign. The Front cover is in Illustrator and will be re- used for this new map revision with only minor changes to show the date of revision. The new map created under this RFP will show fewer graphics than the current map.

7. Question: What feedback have you had from your users about this map? What is/isn't working?

ANSWER: Feedback in general has been positive, especially for the county side of the map. Except that that the scale is hard to find. Feedback on the city side is that the City of Boulder map is too small to read. Neither side of the map shows the trails, such as LOBO or Coal Creek clearly enough to easily find.

8. Question: In the RFP there is a sustainability questionnaire, but it is not mentioned in the checklist. Is the sustainability questionnaire something you want us to fill out and include in our proposal submittal?

ANSWER: Please return the sustainability questionnaire with your proposal. It was accidentally removed from the submittal checklist. It is not being used in the evaluation criteria for this RFP but it is an important piece of information for Boulder County.

9. Question: Regarding detail areas: The RFP states that the County maintains data for the unincorporated areas of the County; that other municipalities such as the City of Boulder and City of Longmont maintain their own bike trails data; that these may be in different schemas.

Has the County already acquired current trails data from the Cities (e.g. Longmont, Boulder, etc.)? Or is the County relying on the Contactor to acquire the updates? If the latter, does the County already have data sharing agreements in place?

ANSWER: The County has already acquired current trails data from most of the Cities and has existing data sharing agreements. The County will create the necessary data needed for the map for the Cities that do not have data. The Contractor will not be required to acquire or create data.

Will there be just five detail areas as shown in the 2019 map - Longmont, Boulder, SE Boulder, Erie, and Gunbarrel-Niwot (combined area)?

ANSWER: Yes

The RFP mentions Louisville and Lafayette as detail areas. Are these to be separated out, each as a new or additional detail area, or are they both represented in the SE Boulder area as shown on the 2019 map?

ANSWER: They will continue to be represented together in the SE Boulder area as shown in the 2019 map

The RFP mentions that Cities such as Boulder or Longmont maintain their own data, in their own schemas. Is there an existing crosswalk between the schemas or would this need to be developed?

ANSWER: A crosswalk has not been developed. The County desires to use the data in its original form as much as possible without transforming it from one schema to another.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on August 26, 2021.**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **RFP # 7253-21** in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

August 19, 2021

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7253-21, Boulder County Bike Map Revision.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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