



**ADDENDUM  
REQUEST FOR PROPOSAL  
CITY OF AUSTIN, TEXAS**

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**RFP:** PAX0136

**Addendum No:** 5

**Date:** 07/06/2016

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This addendum is incorporating the following changes, questions and answers to the above-referenced RFP.

1. Section 0600 Proposal Preparation Instructions and Evaluation Factors, Item 1 Proposal Format. The request for "Explanation of the suitability and scalability of the proposed system" has been removed and deleted in its entirety.
2. Q) Addendum 3, item 1.3 states, "Provide samples of written proposals developed by the Proposer." It is unclear what is meant by "samples of written proposals." Does this indicate that Proposers are to provide copies of proposals that were submitted to other clients for similar work?
  - A) The City would like to see samples of documents developed by the Proposer of the similar work as required under this RFP. Proposer client names may be redacted. Excerpts are acceptable. Preference is for RFPs, business cases, and white papers related to technologies listed in the RFP.
3. Q) Section 0600 Proposal Preparation Instructions and Evaluation Factors, Tab 7, item 2 states "Provide names and qualifications of all professional individual who will be assigned to manage this engagement and describe similar assignments for which he/she has had oversight responsibility." Does that indicate that the only team members (other than the Project Manager noted in item 1) for which this information is requested are those who will truly manage engagements and no other consultants who will perform research, analysis, or development work?
  - A) All names and qualifications of individuals that will be assigned to work with the City should be listed and included in the response. Include similar experience and engagements.
4. Q) Section 0600 Proposal Preparation Instructions and Evaluation Factors, Tab 7, item 2 states "State the primary work assigned to each person and the percentage of time each person will devote to this work." Can the City provide guidance on what assumptions Proposer should take into account when identifying a percentage of time each person will devote to this work, given the fact that the actual work that will be performed under this contract is unknown to some of the proposers.
  - A) The Proposer should take a holistic approach to the request. Provide best guesses for the proposal as a whole over the life of the contract. The intent is to get a sense of the consultants' overall staffing strategy.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

