



**Comal County Railroad Crossing Study
Request for Proposals
Questions and Answers
August 22, 2024**

Q: In response to the RFP for the Comal County Railroad Crossing Study, for Attachment A: Contract Task Summary, are we to provide number of work hours per task as well as percent of effort OR can we show the percentage only? Also, can you confirm the percent of effort should total 100% for each task.?

A: The Contract Task Summary spreadsheet should have hours and percentages shown for each task in the proposal and all tasks collectively should add up to 100 percent. In other words, the total of all tasks and all personnel, including any subconsultants effort, should equal 100 percent.

Q: Does the 10-page limitation only apply to the Study Methodology section, or does it apply to the entire proposal?

A: The 10-page limit applies to the Study Methodology section only. Please keep in mind that reviewers may have several proposals to review and a concise proposal is always appreciated.

Q: Can we submit one-page resumes within our proposal or as part of an Appendix to our proposal?

A: The RFP clearly states to submit one-paragraph summaries of qualifications and experience of key personnel. More information may be included in other parts of the RFP. Please keep in mind reviewers may have several proposals to review and a concise proposal is always appreciated.

Q: Is there an overall page limit for RFP responses or is the "Study Methodology" section on page 2 of the RFP the only section with a page limit? If there is an overall page limit, is Attachment A included in the page limit?

A: Please see the answer to the second question above. There is not page limit to the proposal. However, please keep in mind reviewers may have several proposals to review and a concise proposal is always appreciated.

Q: Does AAMPO prefer that Respondents structure headings in responses based on the proposal content requirements (page 2) or evaluation criteria (page 3)?

A: AAMPO does not have a preference. The only preference would be the proposal is concise and easy to review based on the requirements and the evaluation criteria.

Q: Is it acceptable to re-design Attachment A Contract Task Summary so long as the information requested in the form remains the same?

A: Redesign of the spreadsheet is not encouraged but will be accepted.

Q: Will the railroad traffic, crossing volumes, and blockages data collection be provided for this study, or are they expected to be collected by the consultant?

A: The information readily available to the consultant is contained in the RFP (see Rail Crossing Map on page 2). Any additional information needed to complete the scope, as laid out in the RFP, will have to be completed by the consultant team.