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## ADDENDUM #2

Date: 6/17/15

RFP #7549602PH1

TITLE: ON-CALL TRAFFIC OPERATIONS CONSULTANT SERVICES (STATEWIDE)

SUBMISSION DEADLINE: 6/24/15 – 11:30 A.M.

THIS ADDENDUM CONTAINS ANSWERS TO QUESTIONS RECEIVED:

Q. Please clarify who should sign/submit the "Conflicts Disclosure Statement." The instructions in the form itself indicate that it must be signed by all principals, officers, etc. and we've always submitted forms for only our nine corporate officers. However, this RFP says "At a minimum, FORM shall be completed by Board of Directors and key personnel to be assigned to project." (pg. 5) This could add several more forms, although I'm not sure how you define "key personnel." Must we provide a signed form for everyone whose résumé is included in the SF-330?

**A. Key Personnel would be defined as those working full time on the project in a responsible role-managerial or technical. This determination would be at your discretion but also remember that the sole purpose of this FORM is to disclose any familial relationship with any RIDOT employee by any person who will be assigned to this project.**

Q. Regarding the Proposal Format instructions on page 6, should the entire submittal package be numbered sequentially, including all of the "exhibits" and forms, or is this referring to just the SF-330 section?

**A. The entire proposal document (cover to cover) should be sequentially numbered and include a Table of Contents that cross-references each requirement with specific pages in the LOI submission.**

  
LISA HILL  
CHIEF BUYER