

## REQUEST FOR QUALIFICATIONS

THE TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC) INVITES  
CONSULTANTS TO SUBMIT STATEMENTS OF QUALIFICATIONS FOR:

### CONSULTANT CORRIDOR ADVISOR

You are invited to submit your qualifications for the services to complete the above work. Submittals are due via email to the project manager, Doug Bipse, TE at [doug@tamcmonterey.org](mailto:doug@tamcmonterey.org), by 12:00 noon Pacific Standard Time on Wednesday, December 1, 2021.

Copies of the REQUEST FOR QUALIFICATIONS and the detailed information regarding the submittal requirements are attached and available at the TAMC website ([www.tamcmonterey.org](http://www.tamcmonterey.org)) in electronic format. You may email the project manager, noted above, for further information. Email inquiries, including the submittal of the Statement of Qualifications, should include "Consultant Corridor Advisor" (in bold) in the subject header.



## I. INTRODUCTION

The Transportation Agency for Monterey County (“TAMC”) is a state-designated public agency with regional transportation planning responsibilities that cross city-county boundaries. The mission of TAMC is to proactively fund and plan a transportation system that enhances mobility, safety, access, environmental quality and economic activities by investing in regional transportation projects for Monterey County residents, businesses and visitors. TAMC is committed to planning, funding and delivering transportation projects for the region. The Agency is also committed to providing information to the public about its projects, plans and activities, ensuring public participation and fostering public understanding of its functions. TAMC’s Board of Directors includes twenty-three members who consist of local officials from each of its twelve incorporated cities and five county supervisorial districts, and ex-officio members from six public agencies.

An array of stand-alone highway projects is scheduled to be under development during this contract agreement. This contract will provide guidance to the project team towards completing projects on schedule using resources efficiently while maintaining public and political support for the projects.

## II. PROJECT DESCRIPTION

This request for qualifications will be used by TAMC to select a consultant with team members that have the work experience and practical knowledge to serve as an on-call “Corridor Advisor” for various projects along state highways and public roads in Monterey County. The scopes of work for this contract will typically involve working with Caltrans staff according to their established guidelines and policies. The Corridor Advisor will use independent judgment to advise TAMC on matters including, but not limited to, strategies for corridor project delivery, project design and innovations, project funding, and the respective roles and responsibilities the partner agencies should assume to expedite project delivery.

The Corridor Advisor must be knowledgeable about all facets of the [Caltrans state highway project delivery process](#) for projects that improve or maintain the State Highway System. The ideal candidate will have extensive experience working closely with Caltrans or has been employed by Caltrans. The Corridor Advisor will typically commence work on a project during the development of the Draft Project Report and Environmental Document phase and provide guidance on the cost-effective and timely delivery of TAMC priority projects. In addition to expertise in project delivery, the Corridor Advisor is expected to have extensive knowledge and experience developing and implementing funding strategies. The Corridor Advisor will present advice to a senior management team and directly to the TAMC board of directors on significant policy matters. It is important that the consultant have the capability to work closely with Agency staff. The Corridor Advisor must be prepared to undertake whatever liaison and meetings are required to satisfy this requirement.

**Specific duties required of the Corridor Advisor are outlined in detail in Section VI of this Request for Qualifications.** A copy of the template master service agreement anticipated to be used by TAMC is Appendix A. A single document will be prepared for each task order between the Consultant and TAMC consistent with the provisions of the template identified in Appendix B. Invoices shall follow the template included in Appendix C.

### III. BACKGROUND

TAMC's mission is to proactively fund and plan a transportation system that enhances mobility, safety, access, environmental quality, and economic activities by investing in regional transportation projects for Monterey County residents, businesses, and visitors. TAMC, working with our local, state, and federal partners, has made great progress on making our highways safer and reducing traffic. However, the transportation system in Monterey County is aging and the county roads and city streets are crumbling. There are still significant safety concerns and traffic jams, such as those on Highway 68, Highway 156, and US 101. These issues stifle our regional economy and make it more difficult for our vulnerable populations – the elderly, children and the disabled – to access essential needs and services.

TAMC is the regional transportation agency for Monterey County charged with setting priorities in the county for the use of state gas taxes, and the Local Transportation Authority responsible for administering Measure X. TAMC serves as lead agency for project planning, environmental document preparation, project design, right of way acquisition, construction award, and contract administration for highway projects funded from federal, state and local sources. On these projects, TAMC's role is to secure funding needed to deliver the project and to be the lead agency for one or more segments of project design.

The California Department of Transportation (Caltrans) is the owner\operator of state and interstate routes. It is expected to be the lead agency for the environmental phase of the project. It is anticipated that Caltrans may also be the lead agency for project designs or environmental assessments. The Corridor Advisor is expected to have the ability to develop and maintain good working relationships with Caltrans staff.

The Corridor Advisor will work with a project team that will vary based on the project scope of work. Typical project teams will consist of staff members from TAMC and Caltrans in addition to some of the following agencies and project stakeholders: Monterey-Salinas Transit, Association of Monterey Bay Area Governments, California State University of Monterey Bay, Monterey Peninsula Airport District, Laguna Seca Raceway Association, County of Monterey, and Cities of Seaside, Del Rey Oaks, Marina, Salinas, Gonzales, King City, Sand City, Carmel, Pacific Grove, and Monterey.

**Measure X:** In May of 2015, the TAMC engaged a public outreach effort to inform the public about our transportation needs, funding challenges and the self-help option. TAMC placed the Transportation Safety & Investment Plan ([Measure X](#)) on the November 8, 2016 ballot and the measure was approved with 67.7% approval from Monterey County voters. The thirty-year measure which levies a three-eighths' of one-percent (3/8%) retail transactions and use tax has so far generated from \$24 million to over \$30 million per year. The revenue from the sales tax measure will be used to fund transportation safety and mobility projects in Monterey County, including projects expected to use the services of the Corridor Advisor. The revenue from Measure X funds critical safety, mobility, and maintenance projects and programs in three categories:

- 60% to Local Road Maintenance, Pothole Repairs & Safety
- 27% to Regional Road Safety & Congestion Improvements
- 13% to Pedestrian & Bike Safety and Mobility Projects

**Project Delivery:** TAMC has successfully used state and federal funding sources to leverage local funding options that include Measure X. Our team must deliver projects on schedule and meet demanding schedules and grant obligations to keep the faith of the voting public who provide the authority and the funding needed to deliver these priority transportation projects. TAMC works closely with the California Transportation Commission, the California Department of Transportation, elected officials as well as other public and private sector interests. Regional transportation projects often involve more than technical challenges. The Corridor Advisor is expected

to address challenges to demanding schedules that may involve conflicts between staffs from different agencies. These organizations often have competing objectives that must be resolved to deliver projects, especially in environmentally constrained study areas.

The design approval and construction of roundabouts along state routes is one prominent challenge the Corridor Advisor is expected to address as part of this contract. The plan review and approval of roundabouts on state highways is challenging because Caltrans is in the process of developing performance measures and design standards. TAMC has a separate agreement in place with a consultant firm to assist in the design and evaluation of the roundabouts including collaborating with the Traffic and Operations staff from Caltrans District 5. The Corridor Advisor is expected to facilitate meetings with Caltrans staff and guide the facilitation of plan approvals using interim guidance on roundabout plan reviews.

#### IV. PROJECT EXAMPLES

**Highway 68 Scenic Corridor Project:** The first project expected to utilize this agreement is located along the State Route (SR) 68 corridor that links US 101 to US 1 passing through some of the most environmentally sensitive and congested parts of the Central Coast. SR 68, a 2-lane rural roadway constructed in 1930, follows the same route established in the late 1700s. Since 1950, attempts to add travel lanes have been unsuccessful including a proposed four-lane freeway bypass. These proposals were not supported by the community because of environmental issues and affordability. In recent years, after extensive public outreach, our team developed an innovative plan to construct roundabouts and wildlife crossings along the corridor that preserves the scenic nature of the highway.

This project proposes roundabouts at up to nine (9) intersections along SR 68 that are currently controlled by traffic signals. One of the proposed roundabouts will provide direct access to the Monterey County Regional Fire District facility with a new forth leg at this intersection designed to provide a new access point to the Laguna Seca Raceway along a future frontage road. Another roundabout provides access to the Monterey Regional Airport. Construction of these roundabouts along this two-lane facility will require extensive and innovative traffic control plans that maintain access at these critical intersections while minimizing traffic impacts, especially during the peak tourist season and special events that occur throughout the year. The Corridor Advisor is expected to guide the development of traffic control plans and facilitate meetings with stakeholders throughout the design and construction project phases.

A few existing wildlife crossings in this area provide natural connections between the Los Padres National Forest and the Fort Ord National Monument. The wildlife crossings proposed in the SR 68 corridor are central to the habitat conservation strategies developed in the Regional Conservation Investment Strategy that was recently approved by the California Department of Fish and Wildlife. Project phasing and the coordination of work done on the roundabouts and wildlife crossing will be critical to project delivery. The Corridor Advisor will assist in project phasing to schedule construction of the roundabouts and wildlife crossing to minimize project costs.

To expedite project completion, minimize conflicts, and maintain the project budget, TAMC is considering project delivery utilizing the Caltrans [Construction Manager/General Contractor Program](#). The Corridor Advisor is expected to provide direction on the procurement and contract management of the construction manager/general contractor agreement. The environmental analysis for the project is expected to commence before the Corridor Advisor is under contract.

**US 101 South of Salinas:** The US 101 South of Salinas project is another project that could utilize the services of the Corridor Advisor. The corridor provides access from California's Central Coast agricultural operations to markets around the country. US 101 is the primary artery along the Central Coast and is vital to statewide commerce. This is reflected in its designation as a state Focus Route, a High Emphasis Route, a principal arterial

on the National Highway System, Strategic Highway Network Route, a State Highway Extra Legal Load Route, and part of the National Truck Network.

There are several at-grade unsignalized intersections along the corridor. Active railroad tracks are located along one side of the expressway. Left turn movements have been prohibited for trucks at select intersections. The project team has prepared conceptual plans to sequentially eliminate all turning movements at these at-grade intersections to eventually convert US 101 between Salinas and Chular from an expressway to a freeway. The current proposal implements frontage roads on either side of US 101 and may require the acquisition of private land currently being used for agricultural purposes. The Corridor Advisor is expected to facilitate meetings concerning the acquisition of right of way on private property that supports agriculture.

TAMC, Caltrans, the CHP and the citizens group South of Salinas Traffic Safety Alliance has been working to identify safety improvements and project phasing along this section of the highway to address safety concerns resulting from an increase in traffic congestion and accidents/fatalities with vehicles making left turns or U-turns along the highway. It is imperative that the Traffic Safety Alliance is part of major decisions regarding public outreach for this project. A supplemental Project Study Report is currently being prepared for the project in advance of the environmental evaluation.

**SR 156 between Castroville and Prunedale:** A third project that could benefit from the services of the Corridor Advisor is a capacity increasing project along Route 156 between US 101 and US 1 which serves as a truck route, commuter corridor, and a recreational corridor that links the Monterey Peninsula to the Bay Area and Central Valley. On the weekends, 156 is heavily congested and there are safety concerns. This project proposes to convert the narrow two-lane conventional highway to a four-lane freeway from Castroville to the 101/156 interchange on US 101. The existing 101/156 interchange would be replaced by a more extensive interchange that would handle local traffic and interregional travel.

The Preferred Alternative has been selected through the environmental process, which has been completed. The selection was based on many factors including: improvements for safety, improving traffic operations, relieving traffic congestion, and seeking the least impacts to the surrounding community and environment. A new interchange is planned to be constructed at the intersection of Castroville Boulevard and Route 156. As part of this project, the existing 156 lanes would be converted to a frontage road that would serve the local community. Coastal development permits may be needed on some project phases and must be granted to the appropriate agency resulting in permit conditions on the project. The Corridor Advisor is expected to assist the project team acquire necessary permits for this project including those involving the California Coastal Commission.

TAMC has segmented the project due to affordability concerns. At present, the first segment of this project, the Highway 156 interchange at Castroville Boulevard, is funded for construction in 2022. Otherwise, at a cost of over \$350 million, funding for the remainder of the project remains challenging, particularly for interchange improvements at SR 156/US 101. TAMC has explored the possibility of a public-private partnership and tolling to fund this project. The Corridor Advisor is expected to be involved with developing and implementing a financial plan for this project.

## V. PROJECT BUDGET & CONTRACT TERM

The term of the contract will be five years. Payment for services will use professional rates and unit prices listed in the Statement of Qualifications. The agreement will have a spending limit of \$500,000 over the entire 3-year contract period with funding sources dependent on the project defined in the task order. Work will be issued on a task order basis, with a separate scope of work, schedule, and budget issued for each task order. The task order budget will be based on the cost data submitted in the Statement of Qualifications (i.e., professional rates and

unit costs) and will be tracked against the master service agreement spending limit. Each task order shall be agreed to between the Corridor Advisor and TAMC before work commences on that scope of work.

## VI. QUALIFICATIONS AND SCOPE OF SERVICES

This REQUEST FOR QUALIFICATIONS is intended to result in the selection of a Corridor Advisor that will be retained by TAMC to advise a senior management team on a day-to-day basis, and periodically update the TAMC board on major policy issues. The Corridor Advisor is expected to be a member of the project team and be involved with all aspects of project delivery according to [Caltrans state highway project delivery process](#). Most of the projects will improve or maintain the State Highway System. The most desirable skills and abilities of the Corridor Advisor are:

- Familiarity with “best practices” at a state and national level for the design and construction of large complex projects.
- Leadership skills to facilitate meetings, identify critical issues and decisions, build consensus, and resolve conflicts.
- Experience in developing funding strategies for large projects or programs of projects on the Caltrans system.
- Knowledge of district and headquarters workings at Caltrans.
- Experience communicating the complexities of large projects to the public.
- Knowledge of work plans for complex highway projects that include resource allocation and schedule development.
- Experience providing direction on the procurement of a Construction Manager/General Contractor during the pre-construction phase of a project according to [Caltrans Construction Manager/General Contractor program](#).
- Understanding of local transportation sales tax programs and specifically how to leverage TAMC’s Measure X program.

The tasks and responsibilities of the Corridor Advisor will include, but not be limited to:

1. Be available to participate as needed in project team meetings.
2. Participate, from time to time, in presentations to the TAMC board, local city councils and associated commissions.
3. Identify and evaluate innovative project delivery strategies to:
  - a. minimize project delays while also identifying when the project team needs additional time to strategically resolve issues.
  - b. expedite project delivery during design and construction.
  - c. minimize project cost \ maximize cost savings.
  - d. minimize project impacts on the community during project construction.
  - e. phase and schedule project segments to minimize impacts to the local community.
4. Assist TAMC and Caltrans develop and implement funding strategies.
5. Assist TAMC in the procurement of design services including the procurement of construction management and general contractors.
6. Provide high level review of consultant work products.
7. Assist in developing a corridor charter agreement between TAMC and Caltrans defining agency roles and responsibilities during design and construction.

**VII. SELECTION PROCESS**

TAMC will establish a committee to review the statements of qualifications. This review may be followed by an oral interview between a review committee and the firm(s) that respond(s) best to the Request for Qualifications. Based on the recommendations of the review committee, TAMC staff will issue a “Notice of Intent to Award” notice to all responders, indicating staff’s intent to negotiate with the specific firm considered to be the most qualified consultant or consultant team.

Further, the Agency may, or may not, also negotiate contract terms with selected consultants prior to award, and expressly reserves the right to negotiate with several consultants simultaneously and, thereafter, to award a contract to the consultant offering the most favorable terms to the Agency. Submittals, therefore, should contain the consultant’s most favorable terms and conditions, because the selection and award may be made without further discussion with any consultant. The most responsive and competitive submittals will be considered by the Executive Director, or the Board of Directors (as applicable) for consideration and selection. The Agency reserves the right to accept or reject any and all submittals, to waive minor irregularities, and to request additional information or revisions to offers, and to negotiate with any or all consultants at any stage of the evaluation.

**Scoring Criteria**

The Statements of Qualifications will be evaluated and ranked based on the following scoring criteria:

<b>Statement of Qualifications Scoring Criteria</b>	
Criteria	Points
Experience providing expert advice on specific Caltrans project delivery processes for large projects to construct improvements on state highway corridors. Special emphasis will be placed on projects where Caltrans District 5 was the lead agency.	30
Experience advising project teams in the preparation, advertising and management of contracts related to Construction Management and General Contracting. Special emphasis will be placed on the procurement of a contract for a Construction Management/General Contractor according to Caltrans procedures	25
Experience developing and implementing financial plans. Special emphasis will be placed on successfully leveraging local funding with state and federal grants.	25
Experience assisting project team secure project approval including obtaining necessary agreements and permits. Special emphasis will be placed on work securing approval of local coastal permits on projects that had Caltrans as the lead agency for environmental assessments.	20
<b>TOTAL POINTS POSSIBLE</b>	<b>100</b>

The evaluation team will contact references for the most promising respondents to validate their qualifications and experiences.

**Selection Schedule**

TAMC anticipates the following schedule for selecting a Corridor Advisor:

Activity	Date
Notice of Intent to publish Request for Qualifications	October 13, 2021
TAMC Board approval of Release of Request for Qualifications	October 27, 2021
Request for Qualifications issued by TAMC	October 29, 2021
Statement of Qualifications due to TAMC	December 1, 2021, 12:00 noon
TAMC Board Approves Corridor Advisor	January 26, 2022
Notice to Proceed	February 1, 2022

**VIII. SUBMITTAL REQUIREMENTS AND FORMAT**

TAMC shall not be liable for any pre-contractual expenses incurred by any proposer or by any selected consultant. Pre-contractual expenses are defined as expenses incurred by proposers and the selected consultant, if any, in:

- Preparing proposals and related information in response to this Request for Qualifications.
- Negotiations with TAMC on any matter related to this procurement.
- Costs associated with interviews, meetings, travel or presentations.
- All other expenses incurred by a proposer/consultant prior to the date of award and a formal notice to proceed.

This Request for Qualifications does not commit TAMC to award an agreement, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services. TAMC reserves the right to accept or reject any or all proposals received as a result of this request, or to modify or cancel in part or in its entirety the Request for Qualifications if TAMC determines it is in the best interest of the TAMC to do so.

Parties interested in being considered for the Corridor Advisor must submit a Statement of Qualifications in Portable Document Format (i.e., “pdf” files). The Statement of Qualifications shall be transmitted via email to the TAMC Project Manager Doug Bilse at [doug@tamcmonterey.org](mailto:doug@tamcmonterey.org) no later than 12:00 noon on Wednesday December 1, 2021. Statement of Qualifications submitted after 12:00 noon on December 1, 2021 will not be considered. The Statement of Qualifications shall describe all resources available to support the completion of tasks and responsibilities being sought by TAMC clearly indicating the following information:

**1. Project Team**

The Statement of Qualifications shall clearly identify a Project Manager and include the names of all personnel of the proposed team available to provide the skills and perform the services defined in Section VI. Include a chart representing the proposed organizational structure of the team. Statement of Qualifications shall be limited to reflect the qualifications of only the individuals expected to devote significant time to this contract and/or be available on short notice to address important project issues.



## 2. Cost of Services

The Statement of Qualifications shall include a listing of the hourly rates for the assigned personnel for the term of the contract. Clearly list all potential costs and charges that could potentially be used to develop task descriptions as part of this contract. The list of wage rates should include support staff needed to complete the tasks and responsibilities. Provide addresses where work functions will be performed, and the estimated travel expenses incurred for a typical trip from the address to a meeting at the TAMC office. Travel expenses of each Corridor Advisor team member should reflect travel originating from the most appropriate address provided for that work function.

## 3. Demonstrated Knowledge and Experience

The Statement of Qualifications shall identify the skills, qualifications, and relevant experience of each of the team members and describe potential assignments each member will be available to perform. Describe each key team member's relevant experience differentiating their work in the private or public sector highlighting projects involving Caltrans District 5 staff.

## 4. Examples of Projects and References

The Statement of Qualifications will be evaluated, in part, by the experience of the proposed Corridor Advisor team providing services similar to those listed in section VI of this Request for Qualifications.

- Describe an exemplary state highway improvement project that the Corridor Advisor played a key role. Highlight key team member's specific work in Caltrans District 5 that was recently completed related to current project delivery processes. Provide one reference that can vouch for the experience and qualification of the Corridor Advisor team member(s) that provided these services.
- Describe an exemplary project located along Caltrans right-of-way that the Corridor Advisor played a key role managing construction managers and general contractors. Highlight any work assisting the procurement of a construction management/general contractor according to [Caltrans Construction Manager/General Contractor program](#). Provide one reference that can vouch for the experience and qualification of the Corridor Advisor team member(s) that provided these services.
- Describe a project that exemplifies the Corridor Advisor's ability to obtain permits. Highlight any work involving a local coastal permit in Caltrans District 5. Provide one reference that can vouch for the experience and qualification of the Corridor Advisor team member(s) that provided these services.
- Describe a project that exemplifies the Corridor Advisor's ability to develop and implement financial plans. Provide one reference that can vouch for the experience and qualification of the Corridor Advisor team member(s) that provided these services.

## 5. Conflicts of Interest

It is fundamental to each project's success that the Corridor Advisor plays an independent role reviewing consultant work products and consulting on future scopes of work. The work of the Advisor must remain separate and distinct from the consultants TAMC may hire to prepare plans, specifications & estimates or provide other associated services for the projects that utilize Corridor Advisor services through this contract. The individual selected as the Corridor Advisor will not be permitted to wear "two hats" by also being under contract to TAMC or a local agency for PS&E or other associated services on a project they have been, or have the potential, to be contracted to be the Corridor Advisor. The firm the Corridor Advisor is employed with will not be disqualified from responding to future Request for

Proposals/Request for Qualifications; however, the firm will carry the extra burden of convincing TAMC that it can create a firewall of separation between the two roles they would propose to play.

- The prospective consultant shall disclose any financial, business or other relationship with TAMC that may have an impact upon the outcome of this contract or TAMC construction project.
- The prospective consultant shall list current clients who may have a financial interest in the outcome of this contract or TAMC projects that will follow. In particular, the prospective consultant shall disclose any financial interest or relationship with any construction company that might submit a bid on TAMC or Caltrans projects.
- List all public and private sector clients in Caltrans District 5 that are currently under contract.
- Describe any potential conflicts-of-interest that TAMC should be aware of.

## **6. Amendments to Request for Qualifications**

TAMC reserves the right to amend the Request for Qualifications by addendum before the final submittal date.

- Provide a statement that all addenda to the Request for Qualifications posted on the TAMC website have been reviewed by the respondent being sought by TAMC.

## **IX. MISCELLANEOUS INFORMATION**

### **Modification or Withdrawal of Submittals**

Any submittals received prior to the date and time specified above for receipt may be withdrawn or modified by written request of the proposer. To be considered, however, the modified submittal must be received by the time and date specified above.

### **Property Rights**

Any submittals received within the prescribed deadline become the property of TAMC and all rights to the contents therein become those of TAMC.

### **Confidentiality**

Before award of the contract, all Statements of Qualifications will be designated confidential to the extent permitted by the California Public Records Act. After award of the contract (or if not awarded, after rejection of all Statements of Qualifications), all responses will be regarded as public records and will be subjected to review by the public. Any language purporting to render all or portions of any submittals as confidential will be regarded as non-effective and will be disregarded.

### **Non-Commitment of TAMC**

This Request for Qualifications does not commit TAMC to award a contract, to pay any costs incurred in the preparation of a submittal for this request, or to procure or contract for services. All products used or developed in the execution of any contract resulting from this Request for Qualifications will remain in the public domain at the completion of the contract.

**Nondiscrimination**

The prospective consultant must certify compliance with nondiscrimination requirements of TAMC pertaining to the development, implementation and maintenance of a nondiscrimination program. The prospective consultant's signature affixed to and dated on the cover letters shall constitute a certification under penalty of perjury under the laws of the State of California that the proposer has, unless exempted, complied with the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Code of Regulations, Section 8103.

**Final Selection and Protests**

The selection process is considered concluded when a "Tentative Award" email is sent to all participating consultants indicating which consultant will be recommended approval. The firm recommended is not a final selection and no contract is certain until approved by the TAMC Executive Director, or Board of Directors, as applicable. Protestants shall email a detailed statement of protest to the project manager, Doug Bilse, at [doug@tamcmonterey.org](mailto:doug@tamcmonterey.org) no later than five (5) business days after receipt of the Tentative Award email described above.

**X. QUESTION & ANSWERS, REQUESTS FOR CLARIFICATION OR EXCEPTIONS, ADDENDA**

This Request for Qualifications and any addenda will be posted on the Agency's website ([www.tamcmonterey.org](http://www.tamcmonterey.org)). Questions and answers regarding the request for qualifications will also be posted on the website. All potential bidders are responsible for checking the website for any addenda to the bid documents, and the proposal must cite any addenda to be responsive. To receive email notifications of addendums to this Request for Qualifications, prospective proposers must submit an email request to the Project Manager.

Any requests for clarification or exceptions to requirements in this Request for Qualifications must be received by the Agency no later than 12 noon, PST, on Wednesday, November 17, 2021, to guarantee response or consideration. Responses to questions concerning this Request for Qualifications posed before this deadline will be posted on the Agency's website ([www.tamcmonterey.org](http://www.tamcmonterey.org)).

If you need assistance or have any questions regarding this Request for Qualifications, please contact the project manager at:

Doug Bilse, Principal Engineer  
[doug@tamcmonterey.org](mailto:doug@tamcmonterey.org)  
(831) 775-4413

**XI. APPENDICES.**

- A. Sample TAMC Standard Agreement for Professional Services
- B. Task Description Template
- C. Sample Invoice Cover Page Format

***END of Request for Qualifications***

**Attachment A**  
Sample TAMC Standard Agreement for Professional Services