NEVADA DEPARTMENT OF TRANSPORTATION
SUPPLEMENTAL NOTICE NO. 1 to RFP NO. 035-13-050

Reference is made to the Request for Proposal to Service Providers for Asset Management Plan upon which proposals will be received **NO LATER THAN 3:00 P.M., on March 22, 2013.**

Please make the following pen and ink changes to the RFP:

Page 6, Section VI – Background, Paragraph 6 under Objective:

Replace:

This RFP will be the first step towards developing our AM Plan. The focus of this effort will be on pavements and bridges on the National Highway System (NHS). Other physical assets on NHS shall be included in the AM Plan, if data is readily available and NDOT determines such inclusion will not delay the development of the AM Plan. The Proposer shall prepare recommendations for next steps for asset categories that will not be included in the AM Plan, but are listed in Attachment B, Section I-C, with sufficient information as determined by the Proposer in cooperation with the Department. Overall using Asset Management will lead to a comprehensive, rational and systematic approach to managing pavements, bridges and other transportation assets.

With:

The term 'asset management' means a strategic and systematic process of operating, maintaining, and improving physical assets, with a focus on both engineering and economic analysis based upon quality information, to identify a structured sequence of maintenance, preservation, repair, rehabilitation, and replacement actions that will achieve and sustain a desired state of good repair. The objective of this RFP is to hire consulting services for the development of a long-term (seven (7) to ten (10) years), risk-based Transportation Asset Management Plan for transportation assets that are owned and managed by the Department (see Attachment B, Section I-C). The Department will provide access to the existing inventories, conditions data, current performance measures and other available information necessary to develop the AM Plan. The Proposer shall identify the gaps and prepare recommendations for next steps for asset categories that do not have sufficient data/ information necessary for risk-based asset management and performance-based management.

Page 15, Attachment A – Bid Item Schedule, Table 1 Sub Task 2:

Replace:

Literature Review

With:

Literature Review and Data/ Information Gathering

Please see new Bid Item Schedule Attached at the end of this Document.

Page 17, Attachment B – Scope of Work, I - Introduction, B Team members:

Replace:

The Proposer will have portions of the AM Plan created under the direct supervision of a Lead Project Manager (LPM) with strong experiences among asset preservation techniques, financial forecasting, planning, and other business exposures. The LPM must have at least ten

(10) years of experience. The engineering licensing for this role is optional, while other licensing and certifications are allowed.

The Proposer's other staffing will also comply with the following:

a) Principle Investigator (PI). Any individual with this role must have at least ten (10) years of experience. The PI can have an educational background in planning, financial, business, engineering, or another discipline. The PI can be a Nevada licensed engineer with active status, however the engineering licensing for this role is optional, while other licensing and certifications are allowed.
b) Staff Engineer. One individual will be a Nevada licensed engineer. The PI or Staff Engineer will have direct supervision over the Technical Writer(s) and General Support staff. Any individual with this role must have at least five (5) years of highway engineering and/or highway construction/maintenance experience.
c) Technical Writer (TW). Technical Writers are preferred to have two (2) years of experience when their role is separate from a role as the LPM, PI, or Staff Engineer. When a TW is part of the team for this discipline, the Nevada licensed engineer status is optional for this role.
d) General Support (GS). The GS staff is preferred to have one (1) or more years of experience with computer skills and office support.

With:

The AM Plan shall be created under the direct supervision of a Lead Project Manager (LPM) with a strong background in Asset Management, Risk Management and Asset Preservation. The LPM must have at least ten (10) years of related experience. The project Team must also include a Nevada Licensed Engineer with at least five (5) years of highway engineering and/ or preservation.

Page 18, Attachment B, Scope of Work, II. General Requirements, A. Services, Table 2

Replace

Literature Review Summary

With:

Literature Review and Data/Information Gathering Summaries

Page 20, Attachment B – Scope of Work, II General Requirements, C. Sub Tasks, Sub Task 2:

Replace:

Sub Task 2 Literature Review. The AM Plan will focus on highway infrastructure assets. The Proposer shall conduct a literature review of commonly used practices, domestic and/or abroad, when developing the Asset Management (AM) Plan. The Proposer shall prepare and submit a summary of the literature review to the NDOT's PM upon completion of the literature review. This summary will represent abstracts and useful information to guide the development of the AM Plan; it should not exceed 40 pages. The NDOT's PM will review and provide comments within ten (10) working days of submission.

With:

Sub Task 2A Literature Review. The AM Plan will focus on highway infrastructure assets. The Proposer shall conduct a literature review of commonly used practices, domestic and/ or abroad, when developing the AM Plan. The Proposer shall prepare and submit a

summary of the literature review to the NDOT's PM upon completion of the literature review. This summary will represent abstracts and useful information to guide the development of the AM Plan.

Sub Task 2B Data/ Information Gathering. The proposer shall gather data/ information from the Department as a part of this sub task to determine what existing data and information the Department currently has. The proposer will be expected to interact with several divisions within the Department to obtain data and information needed for the development of Transportation Asset Management Plan.

The Proposer shall prepare and submit a summary of the data/information gathered to the NDOT's PM upon completion of this subtask. This summary will list the available data/information and identify the asset categories that do not have sufficient data/ information necessary for risk-based asset management and performance-based management. The NDOT's PM will review and provide comments within ten (10) working days of submission.

RUDY MALFABON, P.E., DIRECTOR
Nevada Department of Transportation
1263 South Stewart Street
Carson City, Nevada 89712

Attachment A
Bid Item Schedule

BID # 035-12-050
BID TITLE: The Asset Management (AM) Plan
BIDDER acknowledges receipt of _____ Addenda.

_____ _____
Bidder Name (signature)

Scope – Asset Management (AM) Plan. Proposers shall provide cost proposals for all of the listed options on the Bid Item Schedule. The prices shall be expressed as Loaded Cost per Man-Hour. Any individual line item cost will include all equipment, materials, supplies, labor, and overhead. Separate costs are requested for the Fixed Fee percentage.

The Department reserves the right to select the best value from Price Proposals received. **Bidders will be evaluated and ranked against each other by comparing the Total Cost to provide services under Scope. Bidder's proposals will also be based on the qualifications evaluation factored with the Total Cost during the selection process.**

Bidder's rates given under Table 1, Scope – Asset Management (AM) Plan will be used by the Department for:

- **Tasks a) through c) including the Sub-tasks, and**
- **Fixed Fee percentage.**

Bidder's rates given under Table 1, Scope for Sub Task 7 will be used by the Department only when an Addendum is needed and directed by the Department.

Table 1 – Scope – Asset Management (AM) Plan

Tasks	Number of Sub-Task	Sub-Task Descriptions	Estimated Man hours, see Note 1	Loaded Cost per Man hour, ($/Hr)	Cost, $
a) Gathering Data	1	Kick-Off Meeting	(Included in Sub-Task 5A)		
a) Gathering Data	2A	Literature Review			
a) Gathering Data	2B	Data/ Information Gathering			
			---	---	---
b) Development of AM Plan	3A	First 50% Preliminary Draft			
b) Development of AM Plan	3B	Second 75% Pre-Final Draft			
b) Development of AM Plan	3C	Third 100% Final Draft			

b) Development of AM Plan	4	Auxiliary Tools with AM Plan			
			---	---	---
c) Administration	5A	Meetings with NDOT			
c) Administration	5B	Direct Costs for NDOT meetings	---	---	12,000
c) Administration	6A	Progress Summaries			
c) Administration	6B	Plan Development Process Report (PDPR)			
c) Administration	7	Addendum	350		
	Sum of Sub Tasks 1 to 7 from Tasks a) through c) above		>>>	**Tasks, Sub-Total =**	
			Percentage		**Cost, $**
Fixed Fee	**Percentage (%) applied to Tasks, Sub-Total**			>>>	
	Sum of Tasks Sub-Total Cost plus Fixed Fee Cost		>>>	**Total =**	

Note 1. The Man-hours are combined regardless of Project Roles assigned by the team. The corresponding Loaded Cost is therefore an average rate for the Man-hours proposed.