



# **Colorado High Performance Transportation Enterprise - HPTE P3 / Innovative Finance Financial Advisor**

**RESPONSES TO PROSPECTIVE PROPOSERS' QUESTIONS AND  
REQUESTS FOR CLARIFICATION**

**April 13, 2018**

In accordance with Section 1.5 of the RFP for the Project, the HPTE has received the following questions from Prospective Proposers’ and hereby issue the following response to each question.

QUESTION #	QUESTION / COMMENT FROM PROPOSER	HPTE RESPONSE
1	Costs to complete/Budget – What should this be based on? Is there a specific number of hours, specific project or sample project this should be based on for the response?	The third paragraph in section 3.3 is amended to read: “As stated in Section 2.1, proposals should not simply repeat what is written in any Section of this RFP, but rather present evidence to the State as to the proposer’s understanding of the RFP requirements, terms and conditions, and its ability to provide the services needed in a cost effective manner (Refer to Section 2.6 of this RFP).” Since this will be a task order contract, HPTE is simply looking for hourly rates to base its cost evaluation on.
2	Please provide clarification on how the data from Section 2.6 will be used to develop the “total cost” in Section 3.3.3? Some of the services being requested are on an “as requested” or “as necessary basis” (1.36 C), the term of the contract is for five years and the magnitude of effort can be highly variable from one project to the next.	See the answer to the previous question.
3	Can travel costs be included as part of a fully loaded rate or must they be broken out as a separate cost item?	Travel costs must be broken out as a separate cost item and conform to the <a href="#">Colorado State Fiscal Rules</a> .
4	Is there a prospective project that is upcoming that may be expected for the first task order?	A task order for examining possible financing options on the I-25 South Gap Project would follow closely behind the execution of the master task order contract.
5	Is CDOT considering whether to potentially retain more than one firm or establish a pool in order to provide access to a range of financial advisory or specialty financial consulting services that may be required by HPTE over the term of	HPTE will select one preferred proposer, i.e. we are not selecting a pool of Financial Advisors. The preferred proposer (potentially with sub-contractors) must be able to perform the Scope of Services as specified in section 1.36(D).

	the contract. <i>(This question was asked by several prospective proposers).</i>	
6	What is HPTE's level of engagement in respect to engineering advisors, namely, GEC and/or Traffic & Revenue, in order to be able to address the subcontracting requirements with other firms under section 1.23 of the RFP that the Contractor would be responsible for.	HPTE already has existing contracts with engineering advisors, T&R consultants, and for tolling advisory services. There is no need for proposers to team with these types of firms.
7	Can a team of two companies submit a proposal, and if selected sign the contract, as an unincorporated joint venture?	A team of two (or more) companies <u>can</u> submit a proposal, but <u>will not</u> be able to sign the contract as a joint venture. There must be a contractor / sub-contractor relationship.
8	In case a joint venture between two companies submitting a proposal needs to be incorporated, can the team submit a proposal and formally create the joint venture after selection, but before starting work, if the team is selected?	See the answer to the previous question.
9	What are the minimum qualifications that personnel should demonstrate, as described under section 2.5 of the RFP.	Personnel must have work experience with the tasks specified in section 1.36(D).
10	Is the organization chart requested in Section 1.36 (E) to identify the role to be played by key members of our team if we are selected by HPTE?	Yes.
11	Are the Cover Letter and Executive Summary noted in Section 2.1 to be included in the 15-page limit for the response?	The cover letter <u>will not</u> count towards the fifteen (15) pages, but the executive summary <u>will</u> count.
12	Given HPTE's expected use of the Standard Contract, will proposers be allowed to submit proposed exceptions to the contract?	Yes (see section 3.3.4).
13	Sample Contract Section 5(S) – State Confidential Information: Beyond project proposal information submitted by bidders, will the contractor be expected to take possession of the following State Confidential Information: PII, PHI,	The preferred proposer will not be expected to take possession of any PII, PHI, PCI, Tax Information, CJI or State personnel records.

	PCI, Tax Information, CJI or State personnel records?	
14	Please confirm that any unique insurance coverage requirements for this contract may be provided before work begins on the first Task Order.	The required insurance coverage requirements must be demonstrated to the State prior to contract execution.