**RFP-22-804**

**2023 California Vehicle Survey**

**Addendum 2**

**April 24, 2023**

Several entities submitted proposals, and all proposals had issues that should be fixed and resubmitted. The CEC is reopening the solicitation to allow eligible entities to resubmit or submit new proposals **by Monday, May 1, 2023, at 5pm**.

Issues:

* If using a DVBE subcontractor, the “Corresponding % (percentage) of bid amount” pledged on DVBE Bidder Declaration, Attachment 4, must be shown in dollars on the Budget Forms, Attachment 7. If you submit a separate DVBE subcontractor budget form, it should include all the costs for the goods and services that will be provided by the DVBE subcontractor. For example, an entity that commits to 3% participation on a $100,000 bid amount must show at least $3,000 for the DVBE Subcontractor in the budget forms.
* DBVE subcontractors cannot provide printing, copying, or mailing services or associated costs like stamps or envelopes. As described in the solicitation manual, the CEC may use the Office of State Printing for printing and mailing services and therefore, the DVBE participation pledged in the proposal cannot include these services and costs.
* The Budget Forms, Attachment 7, must contain the costs for completing all the tasks listed in the Scope of Work. The Budget Forms should not assume costs will be covered by non-CEC entities. The Technical Proposal should cover all tasks listed in the Scope of Work.

This addendum makes the following revisions to the solicitation manual and to highlight certain provisions in the solicitation manual:

1. Page 1, revise Deadline to Submit Proposals and Clarification Interviews

**Key Activities and Dates**

Key activities including dates and times for this RFP are presented below. An addendum will be released if the dates change for the asterisked (\*) activities.

**Note:** Added language appears in **bold underline**, and deleted language appears in [strikethrough] and within square brackets.

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| --- | --- |
| **ACTIVITY** | **ACTION DATE** |
| RFP Release | March 2, 2023 |
| Deadline for Written Questions \* | March 15, 2023 |
| Pre-Bid Conference \*  | March 15, 2023 10am-12pm |
| Distribute Questions/Answers and Addenda (if any) to RFP | March 21, 2023 |
| **Deadline to Submit Proposals by 5:00 p.m. \*** | [~~April 10, 2023]~~**May 1**, 2023 |
| Clarification Interviews | Week of [~~April 17~~] **May 1**, 2023 |
| Notice of Proposed Award  | May 16, 2023 |
| Commission Business Meeting | June 15, 2023 |
| Contract Start Date | September 1, 2023 |
| Contract Termination Date | March 30, 2025 |

1. Page 37, the following change was made on page 37 of Addendum 1 but was accidentally left out of the cover letter.

***Printing / Copying / Mailing Services Not Eligible***

DVBE Subcontractors cannot provide [~~printing/copying]~~ **printing, copying and mailing** services. [~~For more information, see section VI Administration, which states that printing services are not allowed in proposals.~~]

For information, please contact:

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