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CITY OF SANTA ANA

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PUBLIC WORKS AGENCY

March 2, 2017

**ADDENDUM NO.1
REQUEST FOR PROPOSALS NO. 18-023
FOR FULL COST ALLOCATION PLAN FOR
ENGINEERING SERVICES
DATE DUE: MARCH 8, 2018 AT 3:00 P.M.**

Notice is hereby given that the City of Santa Ana Public Works Agency has made certain modifications, additions, and/or deletions, in the specifications to the **RFP No: 18-023 FULL COST ALLOCATION PLAN FOR ENGINEERING SERVICES**. This addendum shall become a part of the original Request for Proposal.

PLEASE NOTE:

The proposal due date is Thursday, March 8, 2018 at 3:00pm.

RESPONSE TO QUESTIONS ASKED/CLARIFICATIONS:

1. Can you provide the name of the firm who developed the FY 15/16 Cost Allocation Plan and Indirect Cost Rate Proposal for Engineering Services?

MGT of America, Inc.

2. Was the FY 15/16 Cost Allocation Plan developed to allocate Engineering Services costs only, or was this plan a Citywide Plan that is primarily utilized by Engineering Services?

FY 15/16 Cost Allocation Plan was developed to allocate Engineering Services costs only. The City of Santa Ana Public Works Agency requires the preparation of CAP's that are acceptable to federal, state, and local grant agencies.

3. The scope of services for the Engineering Services cost allocation Plan does not request development of an Indirect Cost Rate Proposal, as the City had one previously prepared, should development of an ICRP be included in the proposed work plan?

Yes, development of an annual Indirect Cost Rate Proposal should be included in the proposed work plan. The CAP should identify all eligible indirect costs and calculate a fully burdened indirect rate.

All other terms and conditions remain the same.

Hayley Gilbert
Management Aide
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