



**REQUEST FOR PROPOSALS (RFP)
MUNICIPAL TRAFFIC ENGINEERING SERVICES**

CITY OF BREA, CALIFORNIA

**ADDENDUM NO. 1
September 8, 2025**

NOTICE TO ALL PROSPECTIVE OFFERORS:

This Addendum form is part of the RFP for the above-mentioned project to modify and respond to the questions as noted below. The prospective respondent shall notify all affected disciplines of this change. Portions of the RFP not in the Addendum shall remain in force. **All offerors shall acknowledge receipt of this Addendum in their proposals, sign the Addendum acknowledgement herein, and submit this signed Addendum with the proposal.**

CLARIFICATIONS

1. Question: Is there an expectation for the selected Consultant to have a key staff member report to the City's offices in person on a regular basis or is it expected that most of the support will be performed virtually (with an occasional site visit on an as-needed basis)?

Response: *The contract will not require staff to report to the City's offices in person. The City's expectation is for key staff members to be present either on-site or virtually on an as-needed basis.*

2. Question: Will the City require regular onsite office hours for the designated City Traffic Engineer?

Response: *See response to Question No. 1 above.*

3. Question: Does this contract include any staff needed on-site?

Response: *See response to Question No. 1 above.*

4. Question: Is it possible to change the minimum font size to 11 and the line spacing to 1.5?

Response: *This change is acceptable.*

Blair Stewart
Mayor

Cecilia Hupp
Mayor Pro Tem

Christine Marick
Council Member

Marty Simonoff
Council Member

Steven Vargas
Council Member



Ryan Chapman, P.E., City Engineer

9/8/2025

DATE

The undersigned hereby certifies that he or she has received Addendum No. 1.

NAME

DATE

This acknowledgement receipt shall be submitted with the proposal.