

ADDENDUM #1 TO RFP DOCUMENTS

**DOWNTOWN DEVELOPMENT DISTRICT
OF THE CITY OF NEW ORLEANS**

**Safe Streets for All Supplemental
Transportation Safety Action Plan
RFP #2026 – 20 – 01**



**Downtown Development District
201 St. Charles Avenue, Suite 3912
New Orleans, LA 70170
(504) 561-8927**

**RFP Release Date: September 18, 2026
Proposal Submission Deadline: October 28, 2026**

Date of Addendum: September 28, 2026

The following question was asked during the RFP process:

Question #1:

Can you clarify if a sub must submit the following or just the Prime?

Firm Qualifications

- Firm description, history, years in business (RFP requires 5 years continuous operation in the New Orleans metro area)
- License type(s)/numbers, business address, local address/phone
- 3 business references confirming continuous operation
- 3 client references for similar transportation safety/planning work
- Current headcount (full-time/part-time)
- Disclosure of any contracts cancelled in the last 2 years

Pricing

- Itemized fee/cost breakdown for your scope, broken out by task

Compliance

- Certificate(s) of insurance meeting these minimums (A.M. Best A VII or better):
 - a. General Liability: \$1M/occurrence, \$2M aggregate, DDD and City of New Orleans as Additional Insured with Waiver of Subrogation
 - b. Professional Liability: \$1M
 - c. Auto Liability: \$1M
 - d. Workers' Comp: \$100K/accident, \$100K/employee disease, \$500K policy limit
- Confirmation you can comply with the federal non-discrimination flow-down clauses (Attachment 7, Appendices A–E)
- Confirmation you're not taking exception to any RFP requirements

Answer #1:

All information specifically listed above is required to be submitted by the Prime applicant only. Subcontractors are not required independently to submit each of the listed items. However, proposals should include sufficient information regarding subcontractors, their roles, qualifications, and relevant experience, to allow the evaluation committee to assess the qualifications and capabilities of the entire proposed team.