



*City of Millbrae*  
621 Magnolia Avenue, Millbrae, CA 94030

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Mayor

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**Questions and Answers for the City of Millbrae Request for Proposals (RFP) for Professional Services  
for Preparation of a Comprehensive Millbrae Station Access Plan**

**Question #1:** Regarding Tab D, Consultant Firm Information, are items 1-12 required to be submitted by subconsultants?

**Answer:** This is optional. The City is interested in learning more about the prime consultant on the project. Please only include relevant information of sub-consultants if needed.

**Question #2:** Regarding Tab D, Consultant Firm Information, is it permissible that subconsultants provide information for item 9, description of projects?

**Answer:** Yes, if it pertains to the project.

**Question #3:** Are firms involved with the HSR project precluded from this pursuit?

**Answer:** No. This is a City of Millbrae sponsored project. The project is intended to prepare a comprehensive station access plan only for the Millbrae Intermodal Station, not the other HSR stations.

**Question #4:** Page 6 of the RFP states that the consultant shall designate someone as the City Project Manager acting as an extension of City staff and reporting to the Public Works Director. Page 7 the RFP states that the consultant shall work *with* the City's Project Manager. Is the "City's Project Manager" discussed on pages 6 and 7 referencing the Public Works Director, the Consultant Project Manager, or another individual that is part of the Consultant team separate from the Consultant Project Manager?

**Answer:** The designated City's Project Manager is the Public Works Director or his designee.