

## ADDENDUM No. 2

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**TO:** Prospective Proposers  
**FROM:** Jennifer Stafford  
**DATE:** June 5, 2025  
**PROJECT:** Request for Qualifications (RFQ) #CRTPO SS4A1  
Charlotte Regional Transportation Planning Organization (CRTPO)  
Comprehensive Safety Action Plan, “*Safety is Everyone’s Business*”  
Data Analysis and Plan Development

### REVISIONS TO THE REQUEST FOR QUALIFICATIONS

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Please revise the following sections:

**1. Questions:**

The City of Charlotte website was updated to reflect the deadline for questions is **June 10, 2025** at 5 PM EDT.

**2. Section 1.5 Evaluation Criteria and Process**

Remove “and” from the following criteria.

SOQ evaluation criteria will consist of the following:

- Qualifications and relevant experience of firm and key team members in providing similar services and projects (40%)
- Proposed ~~and~~ innovation (30%)
- Project understanding, methodology, and approach (20%)
- Multi-jurisdictional and federally funded project experience (10%)

**3. Section 1.7 SOQ Content**

Add the following text:

**Appendix**

Resumes may be submitted for key team members (6 pages maximum and not counted in the overall proposal page limit). Submit the required forms.

**Sub-consultants should sign Form C – E-Verify Certification and incorporate it with the submittal.**

Failure to submit forms may be grounds for rejection of submission at the sole discretion of the City.

### NOTES

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Submit all questions, request-for-interpretations, or request-for-clarifications by e-mail immediately upon receipt of this addendum to Jennifer.Stafford@CharlotteNC.gov.

**END OF ADDENDUM No. 2**