

CHATHAM AREA TRANSIT AUTHORITY RFP 2023-01, ADDENDUM NO. 1

DATE: September 21, 2022
ORIGINAL RFP NUMBER: 2023-01
PROJECT: General Planning on Call Services RFP
This Addendum forms a part of the Request for Proposals 2023-01 dated, August 26, 2022.

Questions posed during initial Q&A Period and CAT's Responses:

Question 1: How does CAT intend to score DBE participation?

Response: The DBE score will be based on prime receives full points, and subcontract begins at half points based on percentage

Question 2: In reference to Attachment A/Section E (page 16): Can CAT clarify what area classes are required by using GDOT's Area Class Designation (i.e., 1.02 Urban Area and Regional Transportation Planning)?

Response: Urban Area and Regional Transportation Planning section 1.02 and 1.04 of GDOT Consultant Prequalification.

Question 3: Do DBEs need to be certified/registered DBE with a specific agency?

Response: Preferably GDOT and/or MARTA, however we do consider other states certifications.

Question 4: Can both prime and sub consultant qualifications be used to meet prequalification requirements?

Response: Prime is required to meet qualifications, flexibility is allowed for sub consultant as the contract is with the consultant directly.

Question 5: Could you confirm that sub consultants only need to provide the following forms in the proposal: Attachment F, Proposer Information Form; Federal Certifications-Certification and Restrictions on Lobbying; and Government-Wide Debarment and Suspension? If this is incorrect, can you specify the correct forms in your response?

Response: The forms are required for both consultant and sub-consultant

Question 6: Are price proposals required for this submittal, and if so, should they be included in a separate, sealed envelope or as part of the technical submittal?

Response: Price proposal is required as part of the submittal together.

Question 7: Because this contract may involve federal funds, please provide some guidance on what type of pricing we should provide?

Response: Per hour rates as this is based on task orders.

Question 8: Does the Prime consultant firm and/or team need to provide a prequalification certificate(s) in any or all of the area classes listed in the RFP?

Response: The Prequalification required by GDOT, yes, see response to questions two (2)

Question 9: Is prequalification required in all area classes listed in each RFP?

Response: Yes, prequalification is required on all classes listed on the RFP.

Question 10: Are there page limits for the submittal or any specific sections (e.g., resumes)?

Response: No, there are no page limits on sections of the proposals.

Question 11: Is there a preferred format for the submittal?

Response: At the moment there is not a preferred format.

Question 12: Pricing is listed as an Evaluation Criteria. Are hourly rates for individuals included in the proposal sufficient, or are specific employee classes requested?

Response: Preferably an hourly rate as the project will be based on tasks request.

- i. Please provide fully loaded rates.
- ii. As a potential 5 year contract please include inflation factors with consideration of the term of the years of the contract

Question 13: What are the submittal requirements (e.g., number of printed copies, electronic submissions accepted, fee proposal in separate envelope)?

Response: One originals and three (3) copies are required, an electronic copy could be emailed or another format i.e. flash drive. Fee proposal included on the main submission.

Question 14: Are the previous three years' tax returns sufficient financial information for firms that are not audited?

Response: Tax returns are accepted in lieu of audited financial statements.

Question 8: Would CAT consider extending the deadline for responses to this RFP?

