



To be considered responsive ALL bids must acknowledge ALL addenda on Exhibit A and submit that form with the proposal

ADDENDA # _1_

DATE ISSUED: August 14, 2023

☐ Change ☒ Clarification ☐ Addition

Question Text	Answer Text
Per section 5.H, will you accept negotiated terms for the Limitation of Liability?	<i>Please refer to the citation in RFP Section 5.H, Limitations of Liability. WTA's position on Limitations of Liability, which is driven by State law, remains unnegotiable.</i>
We are responding to WTA's proposal as a team of two small firms, which includes one DBE designated firm and one firm serving as prime consultant. One firm specializes in ITS and the other firm specializes in fare collection systems and IT consulting. No work will be conducted outside of these two organizations in response to WTA's ITS consultant project. Would this arrangement meet the requirement for the contractor to perform 80% of the work with their organization?	<i>Yes. WTA would expect to have a single individual assigned to the contract that would be the Point of Contact. Similar to a Project Manager.</i>
Can staff resumes be submitted as exhibits?	<i>Yes, staff resumes can be submitted but would go towards the maximum ten (10) double-sided pages, or twenty (20) electronic pages.</i>
Do we fill in exhibit E directly in Exhibit or is this the 20/10 pages?	<i>Please refer to RFP Section 3.F Submission Package Contents. Proposals must only use the submission package provided. The Submission Package was provided in a Word document to facilitate this requirement. Changing the appearance (altering) the forms will result in the proposal being considered non-responsive.</i>
Is the page limit 10 double-sided, 20 electronic pages?	<i>WTA will accept ten (10) double-sided pages, or twenty (20) electronic pages.</i>
The documents reference Part 2.E. That section seems to be missing from the RFP? Can you resend Part 2.E.	<i>The Reference to Part 2.E made in Exhibit B of the Proposal Submission Package was in error. The paragraph that precedes the table should read: In the section below, please provide the requested information about your organization. Failure to provide this completed form will result in rejection of the proposal as non-responsive.</i>
Is there a minimum DBE Requirement for this work?	<i>Please refer to Appendix B - Federal Terms and Conditions, Section 7 "Disadvantaged Business Enterprises"</i>
Item 3C on Page 12 lists Minimum Proposer Qualifications including a State of Washington and all required local	<i>The awarded contractor will meet these licensing requirements as a condition of contract execution. Because of grant funding</i>



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Addenda #1
RFP 2023 - 052
Form #SETU05 v.a

Procurement & Contracts

government business license(s) and endorsements. Given the on-call nature of the work, will you consider waiving this requirement at the time of submission, with the understanding that the successful proponent(s) would acquire the appropriate business license(s) and endorsements by the time of project execution?	<i>requirements for the APC project (RFP Section 2.A), WTA will need to execute a contract no later than October 6, with performance to begin ASAP.</i>
Would you consider running virtual interviews to save on costs and climate emissions?	Yes.
Please confirm the anticipated number of awards.	<i>While WTA anticipates only one (1) award, we reserve the right to award to more than one vendor.</i>
Are there any pain points or issues with the current vendor(s)?	<i>No. WTA and the vendor exhausted all available renewals under the original contract which expired in 2021.</i>
Please confirm if we can get the proposals or pricing of the incumbent(s).	<i>There is no current, active contract.</i>
Can you please let us know the previous spending of this contract?	<i>Between 2016-2021, the spend was \$475,000.00</i>
Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services.	<i>No. This is not a new initiative. WTA's previous contract was with IBI Group from 2016 to 2021.</i>