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**Agency of Transportation
Finance & Administration**
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January 23, 2017

RFP CHANGE #1

RE: Request for Proposals – Rides to Wellness Program Development for Consultant Services

The Request for Proposals (RFP) for the above-mentioned services has been modified to clarify the RFP by addressing the following questions:

1. I wanted to double check that there are no required forms in addition to the Consultant/sub-consultant info and rate sheet at the end of the RFP. In the past, we have submitted an AF38 to VTRANS, but I do not see this in the RFP. Can you confirm that there are no additional forms required?
A. There are no additional forms required at this time.
2. Will a table of contents with page numbers suffice for 'tabs'?
A. Yes.
3. Could you verify that the cost proposal consists of just the one page Rate Sheet? That no additional information about cost and staff hours is being requested?
A. There are no additional forms required at this time.

Sincerely,

Tricia Scribner
Contracts Specialist

Enclosure

cc: Project Manager
Financial Services
Project File