

November 1, 2022

**RFP ADDENDUM # 1**

**RE: Request for Proposals – Public Transit Consultant Services 2023**

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

1. Do you consider vendor agreements the same as subcontracts? (Section F under Technical Proposal Format and Content, p. 5)

**A: No. Vendors who provide materials or goods are not considered subcontractors.**

2. Are the forms also required of subcontractors? (Required Certifications/Documents, p. 6)

**A: No.**

3. Are we able to propose to perform work in some of the fields noted in the RFP, or do we have to submit a proposal to address all requirements?

**A: Yes. Understanding some organizations specialize in narrow transit categories, companies should consider proposing services for only some of the work outlined in the scope of work. We will then allow for the retainer process to reveal the best contractor for each project.**

4. Will the selected firms have an opportunity to add direct expenses (travel, etc.) to individual work order responses in addition to the fully loaded labor rates that are submitted in this response?

**A: Yes.**

5. Does the proposal Cover and Table of Contents count toward the page limit?

**A: No.**

Sincerely,

*Caryn Pletzer*

Caryn Pletzer  
Contracts Specialist