

**RFP QUESTIONS & ANSWERS**  
**ATI Solicitation No. 23-014: RFP for Return to Ridership Implementation Plan**

| #  | RFP document / Section   | RFP page# | Question  | ATI Response  |
|----|--|-----------|---|---|
| 1  | General  |           | Will you be posting a roster of the attendees is yesterday's call?  | Yes   |
| 2  | Sections 6.4 (Proposer Information), 6.6 (Project Team Structure, Experience & Service Approach), 6.4.5 (relevant experience within last five years), and 6.7 (Past Performance) | 23-21     | all seem to similarly ask for reference/reference projects completed or implemented within the last five years. Is it necessary that the projects listed in these sections be the same? Also, can the presentation formats differ in the three sections in order to better accommodate the page limits for Sections 6.6 and 6.7?  | Yes, presentation formats can differ. Presentation format is related to final project recommendations as a deliverable.   |
| 3  | Cost Proposal  |           | The provided Microsoft Excel Pricing Sheet includes inputs for firm O/H rate and fee so that task-level costs can be burdened to provide task and project totals. Given this format and the need to show individual staff, is it satisfactory to include a pricing sheet for each firm on the team to account for differences in O/H factors, and then submit a summary sheet that compiles the proposed project budget total for the team? | No, do not provide a pricing sheet for each firm on the team. Please ensure that the total project cost is included on the cost sheet provided with the solicitation. |
| 4  | 5.2 (Format of Proposals)  | 8         | The RFP requests "3 original copies." Does this mean 3 true originals with "wet" signatures? Or can we submit one true original with 4 copies from litigation is requested on page 20 of the RFP - and says to include 3 on Offer Doc #4, but there is no place to include it. Would you like us to add it as an attachment to Offer Doc #4?  | One true original and 4 copies will be OK.  |
| 5  | Offer Document #4  | 20        | Please confirm that all forms are required from the prime firm only, with exception of Offer Document #10 - Subcontractor Affidavits  | Yes you can add it as an attachment   |
| 6  | Offer Document #10   | 20        | can team member resumes be in an appendix or do they need to be part of the Section 6.6 submittal   | Yes please include subcontractor affidavits if applicable. They can be part of an appendix and not a part of 6.6  |
| 7  | 6.6 (Project Team Structure, Experience & Service Approach)  | 20-21     | Can you please clarify what type of response you're looking for in 6.6.1 and 6.6.6 and how those are different?   | We are looking for a response that addresses the requirements in both sections. We also revised the two requirements to provide additional clarification.             |
| 8  | 6.6.1 (Proposed Statement of Services)   |           |   |   |
| 9  | 6.6.4 (Proposed approach) in response to the scope)  |           |   |   |
| 9  | 6.6 (Project Team Structure, Experience & Service Approach)  | 21        | Would you be willing to expand the page limit for section 6.6 from 10 pages to 15 pages?  | The RFP Document has been updated to reflect 15 pages   |
| 10 | 1.2 (Plan Objectives)  | 3         | The RFP notes that plan completion is to be 4-6 months, and implementation over a 24-month period. Please clarify that this contract is just for the 4-6 month plan completion time period and does not cover service and education campaign education assistance after the 4-6 month time period.  | That is only a goal; consultant should submit appropriate schedule for proposed work.   |