

Capital Area Transportation Authority



AMENDMENT NO. 2 TO SOLICITATION

ADA PARATRANSIT ELIGIBILITY ASSESSMENT SERVICES

1. AMENDMENT NO: 2	2. SOLICITATION NO: RFP 2020-106	3. SOLICITATION NAME: ADA Paratransit Eligibility Assessment Services	4. AMENDMENT DATE: April 6, 2020
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5. ISSUED BY

Capital Area Transportation Authority
Purchasing and Contracts Department
4615 Tranter Street
Lansing, MI 48910

6. DESCRIPTION OF AMENDMENT:

Please bind the following into the Request for Proposal 2020-106, ADA Paratransit Eligibility Assessment Services.

BIDDERS ARE ADVISED OF THE FOLLOWING:

DUE TO THE EMERGENCY SITUATION, IT IS IMPERATIVE THAT YOU READ THIS DOCUMENT IN IT'S ENTIRETY.

1. ELECTRONIC SUBMISSION OF THE PROPOSAL:

Due to the current State of Emergency declared by CATA, Purchasing has determined that paper submissions are not in the best interests of CATA, or our Vendors.

- a. We realize the concern for Public Safety is high, and in light of this CATA has taken the stance that we will accept ELECTRONIC SUBMISSIONS for this Solicitation.
- b. All bidders should submit their proposal via email to nwilson@cata.org, and the subject line must state:
 - i. **PROPOSAL SUBMISSION – RFP 2020-106 – ADA PARATRANSIT ELIGIBILITY ASSESSMENT SERVICES**
 - ii. **PRIOR TO SUBMITTING, please ensure you have all the required documents attached in Word, Excel, or Adobe Acrobat format ONLY.**

1. Failure to attach the required documents will cause your submission to be declared NON-RESPONSIVE.
2. BIDDERS are still required to complete and submit the proposal forms as specified in the solicitation.
 - iii. Do not copy any other CATA employee on the email of your Electronic Submission, as we want to ensure that the integrity of the process is maintained.
 - iv. Emails sent to other email addresses may be considered NON-RESPONSIVE, and not considered during the proposal review.
- c. All emails must be received by 2:00 P.M. Eastern Time on Monday, April 13, 2020. Emails received at 2:01 P.M. Eastern Time or later, will be considered late submissions and deemed NON-RESPONSIVE.
- d. CATA email accepts up to 50MB, it is the vendor's responsibility to ensure that their proposal do not exceed 50MB.
- e. Vendors will receive an email confirmation from CATA that their proposal has been received.
- f. Please note, **this is NOT a permanent policy change** and electronic submissions will not be accepted unless expressly directed within the Specified Solicitation by CATA.
- g. Ensure you have Up-To-Date Information Regarding this Solicitation:
 - i. Please visit www.cata.org.

2. All other terms and conditions remain unchanged.

PLEASE NOTE: Contractor is required to sign this document and return it with the bid/proposal/quote.

NAME / TITLE OF OFFEROR (Type or Print)	COMPANY NAME
(Signature of person authorized to sign)	(Date Signed)