

**Capital Area Transportation Authority**



**4615 Tranter Street  
Lansing, MI 48910**

**REQUEST FOR PROPOSAL COVER PAGE**

<b>1. SOLICITATION No:</b> 2015-R23		<b>2. ISSUE DATE:</b> August 7, 2015	
<b>3. FOR INFORMATION CONTACT</b> <b>NAME:</b> Susan Holmes <b>E-MAIL:</b> sholmes@cata.org		<b>PHONE:</b> 517.394.1100 ext. 230 <b>FAX:</b> 517.394.3733	
<b>4. BRIEF DESCRIPTION:</b> Optimization of CATA Website			
<b>5. PRE-PROPOSAL MEETING DATE AND TIME:</b> August 27, 2015 at 9:30 A.M.			
<b>6. DEADLINE FOR SUBMISSION OF QUESTIONS/CLARIFICATIONS:</b> 5:00 P.M. on August 20, 2015			
<b>6a. CATA RESPONSE TO QUESTIONS/CLARIFICATIONS:</b> August 25, 2015			
<b>7. SUBMIT PROPOSAL TO THE FOLLOWING ADDRESS</b> Capital Area Transportation Authority (CATA) Purchasing & Contracts Department 4615 Tranter Street Lansing, MI 48910		<b>8. PROPOSAL SUBMISSION DUE DATE AND TIME</b>  <b>September 17, 2015 at 2:00 PM</b>	
<b>9. SUBMIT WITH OFFER:</b> Original offer and 4 photocopies and 1 electronic (PDF) copy on disk or flash drive.			
<b>10. PROPOSALS WILL NOT BE PUBLICLY OPENED.</b>			
<b>11. FIRM OFFER PERIOD:</b> Offers shall remain firm for a period of 120 calendar days from the date specified in Block 8, above or as amended.			
<b>12.</b> If this Offer is accepted within the period specified in Block 11, above, the Offeror agrees to fully provide the goods and/or services covered by this solicitation at the prices and timelines specified in the solicitation.			
<b>13. The following Exhibits, if indicated, are included in this solicitation</b>			
<input checked="" type="checkbox"/>	EXHIBIT A . Solicitation Instructions and Conditions	<input checked="" type="checkbox"/>	EXHIBIT B . Scope of Work
<input checked="" type="checkbox"/>	EXHIBIT D . Terms and Conditions	<input checked="" type="checkbox"/>	EXHIBIT E . CATA General Provisions
<input checked="" type="checkbox"/>	EXHIBIT G . Iran Economic Sanctions Act Certificate	<input checked="" type="checkbox"/>	EXHIBIT H . Certification Regarding Debarment
<input checked="" type="checkbox"/>	Attachment 1 . Access Webinar 20150430		
<input checked="" type="checkbox"/>			
<b>14. DBE:</b> CATA has a DBE (Disadvantaged Business Enterprise) goal of 1%.			