

Capital Area Transportation Authority



AMENDMENT NO. 1 TO SOLICITATION TECHNOLOGY CONSULTATION

1. AMENDMENT NO: 1	2. SOLICITATION NO: RFP 2017-126	3. SOLICITATION NAME: Technology Consultation	4. AMENDMENT DATE: September 19, 2017
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5. ISSUED BY

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

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

6. DESCRIPTION OF AMENDMENT:

- a. Responses to Vendor Questions, is attached.
- b. All other terms and conditions remain unchanged.

NAME / TITLE OF OFFEROR (Type or Print)

COMPANY NAME

(Signature of person authorized to sign)

(Date Signed)



Date: September 19, 2017

Re: Responses to Vendor Questions
CATA RFP 2017-126, Technology Consultation

A pre-proposal meeting was held on September 14, 2017 at 10:00 AM. Those in attendance were:

Nicole Wilson, CATA Purchasing and Contracts Manager
Allan Currie, CATA Procurement Specialist
Sean Gleason, CATA Information Technology Director
Edgar Hammer, Exelos
Adam Kain, TEK Systems

I. Questions and Answers

Q: Regarding the RFP's statement that this will be a Fixed Price contract – does CATA desire a total price for all services, or more of a not-to-exceed pricing?

A: CATA is looking to establish not-to-exceed pricing for each service and project type as the Contractor sees fit. We are asking for the Contractor to recommend what is right for our organization, and what the cost associated with that would be.

Q: Are Task Orders to be for services outside of the Scope of Work?

A: During the life of the contract, it is possible that CATA and the Contractor will come across projects and services not covered in the Scope of Work – Task Orders will be to address the additional items found and their associated costs.

Q: Within the context of a Fixed Price contract, is there any flexibility to move monies from one project to another?

A: There is room to make adjustments within the fixed price, pertaining to the separate projects.

Q: If critical issues arise, can the 4 hour response time be conducted remotely?

A: Yes, within reason. There may be some issues that will need to be addressed on site.

Q: Are you seeking qualified resumes from the vendors proposal for Infrastructure Support and SQL Database Support resources?

A: CATA would prefer resumes.



Q: Is there current documentation of CATA's current IT road map and/or assessment recently performed?

A: CATA is currently undergoing an SQL upgrade to move from physical to virtual environment. We are unsure if/when a system audit has been performed, but know that everything in the system has been replaced within the last four years.

Q: If the primary contractor does not include Disadvantaged Business Enterprises in this project, will this disqualify the vendor?

A: This will not disqualify the vendor. CATA encourages all potential Contractors to include DBE's for this project, but it is not a requirement.

Q: Is managing the SQL database, including queries, interfaces, and reports, all part of this project?

A: Yes. CATA will provide the Contractor with all details on the databases, and will expect the Contractor to develop a thorough understanding of this system.

Q: Are there any SLA's tied to the contractor's performance? If so, how is the performance measured (scorecards/metrics)?

A: We do not have any SLA's, but welcome them if the Contractor has them. Any such SLA's would be part of the kickoff meeting between CATA & the awarded Contractor(s).

Q: Are subcontractors able to be used for this project?

A: Yes. Any subcontractors will be the responsibility of the Prime Contractor.

Q: Is there a standard required for proposals?

A: No. CATA recommends that any proposals follow the format given in section I-J of the RFP.

Q: What is the anticipated spend for the 1st 3 years of the contract?

A: This contract will be paid out of existing grant funds, and since this is a new scope of work there is no set budgeted amount.

Q: Is this a new requirement? If not, can you please provide the name of the incumbent?

A: Not a new requirement, but a new scope of work for Consulting Services.

Q: When is the contract for the current vendor expiring?

A: Our current contract will expire on September 30th.

Q: Does this opportunity contain Local preference?

A: No.

**PRE-PROPOSAL MEETING SIGN IN SHEET
 CATA RFP 2017-126 – TECHNOLOGY CONSULTATION
 THURSDAY, SEPTEMBER 14, 2017 AT 10:00 A.M.**

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