



Date: May 22, 2014

Re: Minutes of Pre-Proposal Meeting on CATA RFP 2014-250 Paratransit Demand Response Services – ADA Complementary and Supplemental

A pre-proposal meeting was held today at 10:00 am. Those in attendance were:

Rich Bannon, CATA Purchasing and Contracts Manager
Debbie Alexander, CATA Assistant Executive Director
Dave Smith, CATA Operations Director
Andrew Brieschke, CATA Operations Manager
Craig Allen, CATA Maintenance Director

See attendance sheet for vendors present.

Rich Bannon covered the following areas:

1. All correspondence must be directed to Rich Bannon until time of award.
2. The due date for questions/clarifications was May 20, 2014 at 5:00 PM
3. The response to the questions/clarifications will be sent to those in attendance and posted on the CATA website.
4. Proposals are due by 2:00 PM on June 17, 2014.
5. Oral interviews if requested will be scheduled during the week of July 7, 2014.
6. Make sure the proposal contains the required forms to be submitted.
7. Anticipated award date is August 20, 2014 with Contract start date of October 1, 2014.
8. CATA staff responded to the questions which were submitted.


Rich Bannon

Purchasing and Contracts Manager

Attach: Pre-Proposal Sign in Sheet



