

**ADDENDUM NUMBER TWO**  
**State Road & Tollway Authority (“SRTA”)**  
**RFQ#92700-14-000004**  
**General Tolling Services Consulting**  
**April 15, 2014**

From: Richard Sawyer, SRTA Consultant/Selection Manager  
To: Potential Respondents to RFQ

This Addendum forms a part of the **Request for Qualifications (RFQ) No. 92700-14-00004** and modifies the RFQ as described below. SRTA answers/clarifications are underlined. **This Addendum consists of three-(3) pages.**

**I. SRTA RESPONSES TO QUESTIONS RECEIVED**  
**(Responses to questions submitted by the April 10, 2014 deadline):**

GROUP A

1. Section 4.5 states that the “Offeror shall propose a project manager with a minimum five (5) years of demonstrated tolling services consulting management experience.” Would SRTA consider a proposed Project Manager with significantly greater than 5 years of tolling services management for a toll authority; but less than 5 years of experience as a consultant? No. While the tolling services management experience at a toll authority is certainly relevant; not every individual can successfully transition from the public entity side to providing consulting services to other entities. The 5 years consulting experience requirement is to ensure that SRTA receives services from individuals with a track record of experience performing in a consulting capacity. SRTA does not desire for the Project Manager to learn consulting “on the job”, and instead expects a Project Manager to immediately provide effective consulting services for SRTA.
2. Section 5. Evaluation Criteria references W/MBE-DBE inclusion as part of the evaluation. Does SRTA have a W/MBE-DBE goal established for this contract? No.
3. Section 8. Instructions for Preparing Statements of Qualifications
  - a) Responses are limited to fifteen (15) double-sided pages. Please clarify that the 15 double sided pages are actually 30 printed pages on 15 sheets of paper? Correct.
  - b) Responses “must be categorized and numbered” as outlined in the RFQ. Also a table of contents, with corresponding tabs, must be included to identify each section. Are tabs required for just the primary Sections A, B, and C and Exhibits or for each numbered sub-section, i.e. A1, A2, ..., B2a, B2b, etc.? Only for the primary sections.
  - c) Do tabs count toward the page limit? No
  - d) The requirement for TABS and double sided printing can necessitate having “This page left blank intentionally” in order for the tag to divide the sections. Would the Authority consider removing the double sided printing requirement? The Authority prefers double sided printing, with the large amount of paper potentially being used.
  - e) Does the transmittal letter count toward the page limit? No

- f) Does the Table of Contents count toward the page limit? No
- g) Section 8. A1 states that “the qualification statement shall include information about the parent company and branch office separately”. While our firm has 2 physical office locations operationally they do not function as branches. Most of our projects have staff assigned from both office locations as demand and skill sets require. Would a statement to this effect in the RFQ suffice or does SRTA wish to see information for each response to the RFQ provided separately for each office? Yes, as statement to that effect will suffice.
- h) Does the required Project Manager Resume (Section 8. B1) count toward the page limit? Yes
- i) Section 8. B1 - May resumes of additional lead individuals, in addition to the project manager’s required resume, be included as an appendix and do these additional resumes count toward the page limit? Yes, they may be included as an appendix. No, they will not count toward page limit
- j) Section 8. B2 – May the description of overall project and services performed for each client, i.e. project cut sheets, be provided as an appendix or are these to be included in the body of the response? In the body of the response.
- k) Section 8. B2. d -Are the statements of Client’s stated satisfaction considered affidavits or do they count toward the page limit? Actual letters from Clients may be provided as appendix, and will not count toward page limit. Statements from Clients presented in the body of the response count toward page limit.
- l) Section 8. B2. f - Are the required clients’ letters of recommendation considered affidavits or do they count toward the page limit? See above answer
- m) Section 8. C2 – Are any non-discrimination and equal employment opportunity policies of the firm considered enclosures or do they count towards the page limit? These items should be described in the body of the response and count toward the page limit.

#### GROUP B

1. Section 2.3 states one of the specific tasks to be, “Provide expertise and advice as SRTA works towards implementing interoperability with other states”. Does SRTA anticipate the contractor meeting with representatives from the State of Florida and the State of North Carolina? Yes, SRTA also anticipates that the awarded contractor would meet with representatives from other states and regional tolling groups such as E-ZPass Interagency Group, Team Texas, 6C Users Group, etc.
2. Section 2.4 states, “Therefore, all costs associated with complying with the requirements of the final Contract should be included in any prospective pricing quoted as a result of being selected as the Apparent Awardee.” We understand this to mean that a Cost Proposal is not included in the RFQ response. Can SRTA confirm this? Correct. NO COST PROPOSALS shall be submitted with Statements of Qualifications.
3. Section 10.1 of the Professional Services Contract states “For full and complete compensation for all work, materials, and Services furnished under the terms of this Contract, each Task Order shall specify whether the Consultant shall be paid hourly in accordance with the rates set forth in Exhibit E or a firm fixed price amount.” Exhibit E of this RFQ is a Certification of Non-Collusion and does not request any price or rate information. Can SRTA please provide the exhibit in which respondents should include this information? The Exhibit referenced in the contract references an Exhibit

attached to the specimen contract and not to the RFQ. Further, the Contract will be revised so that the rates will be reflected in Exhibit E (See Section II of Addendum).

4. Section 10.16 of the Professional Services Contract states “Along with each request for progress payments, the Consultant shall furnish a Consultant Certification for Prompt Payment of Sub-consultants, in the form of Exhibit E to this Contract.” Exhibit E of this RFQ is a Certification of Non-Collusion and does not include any information for certifying payment of sub-consultants. Can SRTA please provide the exhibit in which respondents should include this information? The Exhibit referenced in the contract references an Exhibit attached to the specimen contract and not to the RFQ. Further, the Consultant Certification for Prompt Payment of Sub-consultants will be revised so that the Certificate will be found in Exhibit F (See section II of Addendum).
  
5. Section 14.2 of the Professional Services Contract states “In the event of such Disputed Services, the Consultant shall be obligated to proceed immediately upon notice from SRTA to perform the Disputed Services and shall be compensated by SRTA in accordance with time rates in Exhibit C of this Contract. If there are no applicable rates for the Disputed Services in Exhibit C, then SRTA shall pay Consultant for the actual cost to obtain such labor at the rate charged Consultant, with seven (7%) percent markup.” Exhibit C of this RFQ is a Proposal Certification Regarding Debarment and does not request any price or rate information. Can SRTA please provide the exhibit in which respondents should include this information? The Exhibit referenced in the contract references an Exhibit attached to the specimen contract and not to the RFQ. Further, the Contract will be revised so that the rates will be reflected in Exhibit E. The rates will be negotiated with the awardee firm and will be referenced appropriately in the final contract.

#### GROUP C

1. How many consultants do you foresee being selected as part of this RFQ? SRTA cannot predict participation.
  
2. We would like clarification as to which form/exhibit the Prime Consultant and the Sub Consultant should be completing? Specifically Exhibit D and E in the RFQ. Both referenced exhibits are required to be completed by the Prime submitting firm.

**II. SRTA POSTING OF REVISED ATTACHMENT I to RFQ.**  
**(SRTA has posted an updated Specimen Professional Services Contract to the Georgia Procurement Registry. Please see RFQ for site details).**

**END OF ADDENDUM #2**