

RFP QUESTIONS/CLARIFICATIONS TEMPLATE
ATL Solicitation No. 21-096: Regional Transit Planning Consulting Services

Instructions: Pursuant to Section 2.4 of the RFP, Proposers shall use this form to submit questions concerning the RFP. ATL reserves the right not to answer questions not submitted on this form. Please complete the company name and other information at the bottom of the page.

#	RFP document / Section	RFP page #	Question	Answer
1	General	N/A	Do you anticipate extending the bid due date?	Not at this time. Any time extensions will be granted through a formal addendum.
2	General	N/A	What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?	Please refer to Section 4 of the RFP.
3	General	N/A	Was this bid posted to the nationwide free bid notification website at www.mygowatch.com/free?	No.
4	General	N/A	Other than your own website, where was this bid posted?	The bid was posted to the Georgia Procurement Registry.
5	RFP #21-096/Section 3.6.1 & 3.6.2	14 & 15	It is our understanding that up to 25 pages are permitted for response to Section 3.6.1 Statement of Firm's Qualifications and Experience, up to 25 pages are permitted for response to Section 3.6.2 Project Team and Project Approach, and up to 15 pages are permitted for Resumes. Please confirm these page limits and clarify if Documents 1-5 and 7-19 are included in these page limits.	That is correct. Offer documents 1-5 and 7-19 are not included in these page limits.
6	2.2 and 2.3	3, 4	Due to the pandemic, many employees continue to work remotely and it has become more difficult to obtain original signatures and print hard copies of proposals. Will the ATL consider waiving the requirement for hard copy submittals and allow for an all-electronic submittal?	No; however, only the minimum number of hard copies required is being requested by ATL for this particular solicitation.
7	General	N/A	Due to the current inconveniences of the COVID-19 Pandemic stay at home orders resulting in staff working remotely, would ATL accept e-signatures in the submitted forms instead of hard signed copies?	E-signature is acceptable for most documents. The only exception to this is documents that require a notary, such as e-verify.
8	General	N/A	Could ATL confirm which forms need to be completed and signed by the sub-consultants?	3.8 - Subcontractor Affidavit (Offer Document 8), must be completed. See also 3.9, where subcontractor must provide DBE certification proof if a DBE.
9	General	N/A	Do the subconsultants need to submit their litigation histories as well, or is this requirement only asked of the Prime?	Prime only.
10	General	N/A	Please describe how the financial model developed as part of the scope of Solicitation No. 19-021 will be used for the scope described for this Solicitation.	1) The Baseline ATL Regional Transit Financial Model developed under Solicitation No. 19-021 was created using the Flexible, Accurate, Structured, and Transparent (FAST) modeling standard. This approach provides end users with a standard, transparent model structure and a clear, concise modeling style that can be used to independently run scenarios, test assumptions, and support financial planning decisions. The FAST modeling standard applies a consistent set of structural rules and a detailed spreadsheet design that results in a superior model for an individual modeler and a common style platform where several authors, reviewers, and end users can reliably share and transfer models over time. One of the key features of the FAST modeling standard is the use of a single input tab, which is the only tab that users should use to change assumptions and develop financial scenarios as needed. This single input tab limits the potential for errors when there are multiple model users over time who make changes to financial assumptions, run scenarios, and develop sensitivity tests. 2) Depending on the proposers comfort with the existing FAST model developed in Solicitation 19-021, proposers will have access to the existing base model to utilize for this project, or can develop a new model for the requested scope in 21-096, as the proposer sees fit in order to successfully complete the scope of work required in 21-096. 3) Either approach should be detailed in proposals submitted for Solicitation 21-096, and be able to accomplished within the proposed budget for project. 4) Additionally, the financial modeling work completed as part of the scope of Solicitation No. 19-021 will be used as a framework for guiding the discussion and inputs from ATL staff for the work completed in 21-096.
11	General	N/A	Please provide any indications you can regarding the budget or a range of budget available to the selected bidder for this Solicitation.	Our upper budget limit is \$900,000.
12	4.2 Evaluation of Proposals	8	If requested, will oral presentations be virtual considering COVID-19 state guidelines?	Yes
13	General	N/A	Has a budget been established for this project?	See answer to Question 11.
14	General	N/A	Could ATL provide information for prime contractors on how they can be introduced to potential DBE subcontractors?	See attachment named "DBE Information" added to this posting. This list does not officially represent or confirm the status of each DBE and is for information only.