

**QUESTIONS AND ANSWERS**  
**PROGRAM MANAGEMENT SERVICES RFP 21-09**

1. The RFQ references both hard copies delivered, as well as electronic submissions, to confirm do you want both, or just electronic submission? **Electronic**
2. There are several references in the RFQ to cost and cost proposal. Does MATA seek both qualifications and cost for this, and if so, specifically what are you seeking for costs? This is an on-call type contract as we see it, with task orders to be determined during the term of the contract. Costs for these services would depend on funding and the future task orders, including the scope which would be determined at the time they are issued. If costs are required, are you seeking simply billing rates for personnel, or otherwise can you clarify what is needed for costs if this is to be included? **Since professional architectural and engineering services are being procured, the selection of a qualified firm or firms will be made strictly based on the qualifications submitted in keeping with the Brooks Act. Cost information or a Cost Proposal is not required. The selected firm or firms will be requested to provide hourly rates for proposed staff and other appropriate cost information for sub-consultant mark-up, overhead rates, profit, and any other direct expenses.**
3. The DBE goal noted in the RFQ is 0%, is this because of the nature of the contract being on-call services, or is the goal listed incorrect? **Yes, the DBE goal has been set at 0%, however, after further consideration, MATA is planning to revise the DBE Goal. A forthcoming addendum will be issued with the revised DBE Goal and further direction on DBE participation requirements.**
4. In the scope of services, and it appear that the Program Manager is to provide oversight of planning, concept engineering, design, NEPA, etc. It may be necessary in our opinion especially on P3 type projects, that the program management team provide some level of NEPA, preliminary/concept engineering and/or architecture, etc. to assist MATA, can you confirm this to be correct and allowable under the program management services? **Yes, additional planning, concept engineering, design, and NEPA services may be required as a part of this contract.**
5. It is noted that MATA reserves the right to select more than one firm or team, can you confirm this to be correct? **This is correct. MATA reserves the right to select more than one firm or team. MATA makes no guarantee as to the amount of work to be assigned to a Contractor.**
6. Does MATA plan to convene a pre-proposal conference for this RFP? **Yes, due to the complexity and potential scope of this RFP MATA plans to schedule a pre-proposal conference for this RFP.**
7. Three weeks to respond to this solicitation is a short time. Therefore, it is requested that MATA extend the proposal due date by 2 weeks to March 23, 2021. **MATA agrees that this is a short timeline for the solicitation and due to the questions raised, will extend the due date by two weeks until March 23, 2021.**
8. Is there an opportunity to revisit the MWBE participation goal? **Yes, MATA is planning to revise the DBE Goal and other DBE participation requirements. These will be issued in a forthcoming Addendum.**