

**LAKELAND AREA MASS TRANSIT DISTRICT (LAMTD)**

Office of Purchasing and Contracts  
P.O. Box 1687, Lakeland Florida 33802

**AMENDMENT OF SOLICITATION**

<b>1. SOLICITATION No.</b> 18-004	<b>2. AMENDMENT No.</b> 2	<b>3. EFFECTIVE DATE:</b> 02/01/18
<b>4. ISSUED BY:</b> Lisa Harris, Contracts Specialist Direct Dial: (863) 327-1314 Email: LHarris@ridecitrus.com		<b>5. NUMBER OF PAGES:</b> 3
<b>6. REVISED SUBMISSION DUE DATE AND TIME:</b> The submission due date and time is changed as follows: <b>DATE AND TIME:</b> No Change		
<b>7. AMENDMENT OF SOLICITATION:</b> The solicitation identified in Block 1, is hereby amended as described in Block 10. Except as provided herein, all other provisions of the solicitation, as hereto amended, shall remain unchanged and in full force and effect.		
<b>8. REQUIREMENT TO ACKNOWLEDGE AMENDMENT:</b> Failure of an offeror to acknowledge receipt of this amendment may result in offer rejection. Offeror must acknowledge receipt of this amendment prior to the deadline specified in the solicitation for receipt of offers and by one of the following methods: <b>A.</b> By signing Block 9 and returning this amendment to the District with your Proposal; <b>B.</b> By separate letter or e-mail which includes a reference to this solicitation and amendment numbers.		
<b>9. OFFEROR'S ACKNOWLEDGEMENT OF AMENDEMENT:</b>  Name & Title: _____ Signature: _____  Offeror: _____ Date: ____/____/____		
<b>10. DESCRIPTION OF AMENDMENT:</b> The following modifications are hereby made to the solicitation document:  A. As indicated in Block 6 above, the Offer Submission Due Date and Time has not changed:  B. All changes to the solicitation are referenced in paragraph A.  C. Attached to this amendment are Questions and Clarification. Responses to questions are provided as a courtesy and do not "modify" the solicitation.  [END]		

## RFP 18-004 Information Technology Management and Oversight

### Questions and Clarifications

February 1, 2018

1. **Question:** Do we have to provide E-Verify certifications for subcontractors and staff with our offers?

**Response:** No, as stated in section 3.19, paragraph 3, "documentation shall be available, upon request". Therefore, it is typically the intended awardee that would be asked to produce such documentation.

2. **Question:** In the Statement of Work, there was mention of 75 workstations, are they all housed in one location?

**Response:** No, of the 75 workstations, roughly half are located at our administrative facility, here at 1212 George Jenkins location. The other half is distributed between our Bartow Call Center, Winter Haven Terminal, and the Lakeland Terminal.

3. **Question:** Would the awarded vendor be expected to work onsite or remotely? If onsite, will office space be provided?

**Response:** It is the expectation that the awardee would have the capability to work remotely and engage internal LAMTD staff to provide resolutions, visiting site locations as necessary.

4. **Question:** Will the District retain the incumbent owned equipment via purchase or lease. What are our options with the information provided in Section 2.3E

**Response:** There are three options noted here; all of which may be offered as part of a firm's submittals. However, each option must be noted separately, with pricing details as stated in Sections 2 and 5.

Option 1: Acquire incumbent owned equipment. Please note that with this option, the cost to lease or purchase said equipment will be incorporated as part of the evaluation criteria, in order to calculate the total project cost.

Option 2: Repurpose District owned equipment. Please note that with this option, there may be added labor for the reconfiguration of equipment noted within the solicitation.

Option 3: Offerors may also suggest replacement equipment, noting the anticipated cost associated.

5. **Question:** Is the pre-bid conference mandatory, is the incumbent present, and who is the incumbent?

**Response:** The pre-offer conference was not mandatory.

The incumbent is not present.

The incumbent is AllTek Services, LLC, and is available through public records.

6. **Question:** Are you satisfied with the incumbent's performance and if so, why are you bidding out the services.

**Response:** The incumbent was selected, through an emergency procurement process, as the agency was experiencing system wide failures. Though their performance has been satisfactory, we are required to seek full and open competition, for the services being rendered, upon a predetermined timeframe.

7. **Question:** Will the incumbent receive a more favorable evaluation, given their history with your agency?

**Response:** No, the evaluation is based on the proposals received, equally. The job performance is not a factor until reference checks are requested.

## Questions and Clarifications Continued

8. **Question:** How is the DBE work percentage calculated for a DBE prime contractor or a DBE subcontractor?

**Response:** The DBE work percentage is based on the value of work performed by the actual UCP Certified DBE firm, whether it is a prime or sub. Example: should a job be bid at \$100,000 by a prime DBE Contractor that has subcontractor performing 80% the work, then only \$20,000 may be claimed as being performed by a DBE. Field audits are conducted to ensure the services are performed as stated.

9. **Question:** Will the District accept alternate certifications?

**Response:** Firms may provide any certification they feel so inclined to. The certifications would be reviewed as part of a firms technical proposal.

10. **Question:** How many references are required and for how long ago?

**Response:** See Section 5.4 of the solicitation.

[END]