

LAKELAND AREA MASS TRANSIT DISTRICT (LAMTD)

**AMENDMENT OF SOLICITATION**

<b>1. SOLICITATION #11-001</b>	<b>2. AMENDMENT No. 3</b>	<b>3. ISSUED: 11/19/2010</b>
<b>4. ISSUED BY:</b> Cathy Zickefoose <a href="mailto:czickefoose@ridecitrus.com">czickefoose@ridecitrus.com</a>		<b>5. NUMBER OF AMENDMENT PAGES: 3</b>
<b>6. <u>AMENDMENT OF SOLICITATION:</u></b>  The solicitation identified in Block 1, is hereby amended as described in Block 9. Except as provided herein (or as to amended in previous amendment), all other provisions of the solicitation, as hereto amended, shall remain unchanged and in full force and effect.		
<b>7. <u>REQUIREMENT TO ACKNOWLEDGE AMENDMENT:</u></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:  a. by signing Block 8 and returning this amendment to the District with your Proposal; b. by separate letter or e-mail which includes a reference to this solicitation and amendment numbers.		
<b>8. <u>OFFEROR'S ACKNOWLEDGEMENT OF AMENDMENT:</u></b>  Name & Title: _____ Signature: _____  Offeror: _____ Date: ____/____/____		
<b>9. <u>DESCRIPTION OF THE AMENDMENT:</u> The following modifications are hereby made to the Solicitation document:</b>  <b>A) REPLACE SECTION 3.2 <u>PROPOSAL CONTENT REQUIREMENTS</u> to read:</b> The Proposal must include the following information:  A. <u>A cover letter</u> on company letterhead transmitting the Proposal must be submitted and dated and limited to one (1) page. The letter must indicate that the Proposer agrees to be bound by the Proposal without modifications, unless mutually agreed to upon further negotiations between the District and the Proposer. The cover letter shall contain a statement that the Proposal is valid for ninety (90) calendar days.  The cover letter shall also contain the company name, address, and telephone number(s) of an individual(s) with authority to bind the Proposer during the period in which the District is evaluating the Proposals. The cover letter shall also identify the legal status of the Proposer. If the Proposer is a corporation, the cover letter shall identify the state of incorporation. If a consortium, joint venture or team approach is being proposed, provide the above information for all participating entities. A principal of the Proposer shall sign the cover letter or other person fully authorized to act on behalf of the Proposer.  B. Proposals shall include a " <u>Table of Contents</u> " identifying the page numbers of where to find the various sections included in the Proposal. The table of contents should outline in sequential order the major areas of the proposal. All pages of the proposal, including the enclosures, must be clearly and consecutively numbered and correspond to the table of contents.  1) <u>Project Approach</u>  Proposers shall outline in detail their project approach for the current known projects as listed in Section 2.0 Scope of Work		

2) Experience

This portion of the proposal should demonstrate the relevant experience of the firm and proposed staff/sub contractors for the District's project outlined in this RFP.

Identify the projects which are similar in nature and best illustrate the experience of the firm and current staff and/or subcontractors current staff. Note that government experience is of importance. (List no more than five (5) projects completed with the last ten (10) years)

*Demonstrate the firm's experience on Form M: Proposer Qualification Questionnaire. Submit up to five (5) copies (one per project) of Form M. PART A: to illustrate the experience of your firm.*

3) Qualifications/Staff

Identify capabilities of in-house staff and subcontractors proposed to provide services on this project. Indicate the adequate depth and abilities of the organization that the District can draw upon as needed.

Give a brief resume of key persons to be assigned to the project including, but not limited to:

- a) Name and title
- b) How many years with this firm
- c) How many years with other firms
- d) Experience:
  - 1) Types of projects
  - 2) Size of projects
  - 3) What were the specific project involvements

**B) REPLACE SECTION 4.2 Evaluation Criteria to read:**

All requirements in the RFP must be satisfied in order to ensure that a Proposal will qualify for consideration. The District's Source Evaluation Committee (SEC) members will follow the District's Policy and Procedures Manual, as may be amended from time to time. The SEC may be comprised of qualified the District staff, the District's board member(s), and others entities' personnel as determined by the District. The District shall make public notice of any and all meetings of the SEC. The selection process will utilize the "Evaluation Criteria" set forth below and in accordance with applicable District's policies and procedures.

<u>Criteria</u>	<u>Points</u>
1. Project Approach – Proposers shall outline in detail their project approach for the current known projects as listed in Section 2.0 Scope of Work	20
2. Experience – Proposers should demonstrate the relevant experience of the firm and proposed staff/sub-contractors for the District's project outlined in this RFP.  Identify the projects which are similar in nature and best illustrate the experience of the firm and	30

<p>current staff and/or subcontractors current staff. Note that government experience is of importance.</p>		
<p>3. Qualifications/Staff – Identify capabilities of in-house staff and subcontractors proposed to provide services on this project. Indicate the adequate depth and abilities of the organization that the District can draw upon as needed.</p> <p>Resumes demonstrating expertise, experience and qualifications of the assigned engineering team.</p>	<p>50</p>	

**[END OF AMENDMENT #3]**