




WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
600 Fifth Street, NW, Washington, DC 20001-2651

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. AMENDMENT/MODIFICATION Amendment No. 001		2. EFFECTIVE (Same as block 17)	
3. ISSUED BY PURCHASING SECTION Office of Procurement and Materials Allison Robertson (202)962-5240		4. ADMINISTERED BY (If other than block 3)	
5. CONTRACTOR NAME AND ADDRESS (Street, city, county, state, and Zip Code)		6. FORM TYPE (Check only one) <input checked="" type="checkbox"/> Amendment Of Solicitation No. CQ-15211 Date <u>6/1/15</u> (See block 7) <input type="checkbox"/> MODIFICATION OF CONTRACT NO. Date _____ (See block 9)	
7. <input checked="" type="checkbox"/> THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS The above numbered solicitation is amended as set forth in block 10. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation, or as amended, by one of the following methods; (a) By signing and returning <u>1</u> copy of this amendment; (b) by acknowledging receipt of this amendment on each copy of the offer submitted; or (c) by separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.			
8. ACCOUNTING AND APPROPRIATION DATA (If required)			
9. THIS BLOCK APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS <input type="checkbox"/> This Change Order is issued pursuant to The Changes set forth in block 10 are made to the above numbered contract/order. <input type="checkbox"/> The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in block 10. <input type="checkbox"/> Supplemental Agreement is entered into pursuant to authority of It modifies the above numbered contract as set forth in block 10.			
10. DESCRIPTION OF AMENDMENT/MODIFICATION 1). This Amendment answers Questions as proposed by Prospective Offerors. Answers are provided on Page 2 of this Amendment. 2). All other terms and conditions remain unchanged. Except as provided herein, all terms and conditions of the document referenced in block 6, as heretofore changed, remain unchanged and in full force and effect.			
11. <input checked="" type="checkbox"/> CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS MODIFICATION AND RETURN <u>1</u> COPIES TO ISSUING OFFICE.		<input type="checkbox"/> CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT	
12. NAME OF CONTRACTOR/OFFICE BY _____ (Signature of person authorized to sign)		15. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY BY  (Signature of Contracting Officer)	
13. NAME AND TITLE OF SIGNER (Type or print)	14. DATE SIGNED	16. NAME OF CONTRACTING OFFICER (Type or print) Allison Robertson, MBA, CFCM	17. DATE SIGNED 18 June 2015

1. What firms are considered “subcontractors” versus simply “suppliers?” Obviously, a company from whom we buy office supplies (e.g., Office Depot) would be a supplier. Would printers, translation services, telephone sample providers, and/or focus group facilities be considered subcontractors or suppliers?

Answer: WMATA views those listed above as suppliers/vendors. A subcontractor would be any directly involved in data collection.

2. On page 79, item 1b is says “the contractor shall employ and assign full time to the work a safety Superintendent.” Is this a requirement for these projects, or is this perhaps meant for construction work?

Answer: This clause is a WMATA Standard Provision. Any exceptions to our Standard Provisions shall be outlined in the Contractual Volume of the Proposal.

3. Does WMATA plan to issue a sole award under the IDIQ or will there be multiple awards?

Answer: WMATA reserves the right to issue multiple awards under this IDIQ, and will determine the number of awards based on the best value to the Authority upon conclusion of the review of, and based on the number of qualified proposals in accordance with the evaluation criteria.

4. Page 83: Says “The contractor shall work in conjunction with WMATA staff to draft questionnaires in accordance with items b and c below,” however there is no “item c.” Please advise I don’t have the full packet.

Answer: Language is revised to read “The contractor shall work in conjunction with WMATA staff to draft questionnaires in accordance with items b below”.

5. The requirement for a team of 15 intercept interviewers with a year or more of experience seems overly restrictive and favors an incumbent. Can this requirement be removed and replaced with equivalent experience necessary to conduct quality data collection?

Answer: The Technical Specifications indicate that the Offeror can propose up to 15 employees, but this is not requiring exactly 15 employees. Offerors shall propose whatever they deem to be appropriate based on experience and methodology proposed.

The Evaluation Criteria on p. 19 has been amended under Section IV INTERCEPTS: (a) to read: Offeror shall propose an adequate staff level to satisfy this requirement justified through its proposed methodology, with at least 12 months prior related experience.

6. On page 84, under data collection (c), the RFP states "Offerors are prohibited from proposing use of a subcontractor for completion of any telephone surveys." Our firm is an expert in conducting telephone surveys and has been conducting telephone surveys for many years. While we have an in-house call center, we do not have CATI capabilities. When we need to conduct large sample CATI surveys, our firm relies on the services of a couple of the highest rated CATI call centers in the country with which we have long standing relationships. Our firm has developed a quality control program for telephone surveys that is the best in the business and we use that program in working with our CATI partners. Should we include in the proposal our qualifications/costs for the Telephone Survey section of the RFP if we do not have an in-house CATI system?

Answer: WMATA requires that the Contractor have an in-house CATI system for quality control and monitoring purposes, along with timeliness. You are eligible to bid on all other CLINS, and do not need to bid on the CLIN for CATI systems to be responsive on the RFP.

7. If our firm does not include one of the services mentioned in the RFP (such as Telephone Surveys), will we be considered for award for any of the other services? That is, must we bid on all services to be considered for contract award?

Answer: See Answer to Question #6 above.

8. Page 5 lists Appendix C (if applicable) as part of Volume III. What is Appendix C, as it is not referenced elsewhere in the RFP?

Answer: Appendix C is not applicable.

9. The Price Schedule Sheets on pages 9-12 lead us to believe that this is a Firm Fixed Price contract. Can you confirm or clarify?

Answer: The Authority contemplates award of an Indefinite Delivery Indefinite Quantity (IDIQ) type Contract. Orders will be placed in accordance with the Price Schedule and Ordering clause of the contract. Orders will be done on a Firm Fixed Price (FFP) basis, based on the unit price of the price schedule (example: Per project).

10. The requirement on Page 18, Section 14, Paragraph II, Section b seemingly applies to the Telephone Survey core service but is listed in the Focus Group section. To which does it apply?

Answer: This Section does apply to Focus Groups, and is not related to Telephone Surveys.

11. On page 83 under the Core Services section within the Telephone Surveys section it says "The contractor shall work in conjunction with WMATA staff to draft questionnaires in accordance with items b) and c) below." What is item c? It appears to be missing.

Answer: See Answer to Question 4 above.

12. Is it acceptable to WMATA for a teaming partner to conduct the Telephone Survey research?

Answer: Yes. Partnerships are permitted for other tasks but the firm must demonstrate all the requirements for the telephone survey task.