

**The Philadelphia Parking Authority
701 Market Street, Suite 5400
Philadelphia, PA 19106**

**RFP No. 18-25
On-Call Architectural and Professional Services
Addendum One**

To: See Email Distribution List

From: Mary Wheeler
Manager of Contract Administration

Date: December 27, 2018

No Pages: 2

This addendum is issued on December 27, 2018 prior to the proposal due date to add, delete, modify, clarify and/or to respond to questions submitted by prospective offerors regarding the work included in the above referenced solicitation.

QUESTIONS

- 1. Question:** We had a sign-in sheet out there. Will that be distributed?
Response: The pre-proposal meeting attendees list has been posted to the Authority's website, <http://www.philapark.org/2018/11/rfp-no-18-25-on-call-architectural-and-professional-services/>.
- 2. Question:** Do we have to submit quals for the subcontractors?
Response: No.
- 3. Question:** Regarding your other consultants that are paid already beyond the contract. Can you put a list of those and their list points?
Response: List of PPA On-Call Consultants

 1. Carlos Raul Rodriguez Architects
 2. O&S Associates
 3. Baker, Ingram & Associates
 4. T and M Associates
 5. Arora Engineers, Inc.
- 4. Question:** For Key Personnel – Would providing CV's for each team member suffice for this requirement? What do you consider length of tenure versus years in their current position?
Response: Please reference RFP Part II-5 Key Personnel for requirements.
- 5. Question:** May we please receive an electronic version of the proposal form (assuming the electronic version is different than the PDF that is posted on the RFP page online)?
Response: The Proposal Form will be posted to the website as a Microsoft Word document.

6. **Question:** Should all information be included in the tabs that are outlined on page 7-8 of the RFP document (no additional tabs)? Should the tab names and order cadence mirror that list?
- a. For example we should we alpha tabs (A through I rather than 1 – 9?)
- Response:** Yes. Tabs should be submitted exactly as outlined in Part II.
7. **Question:** Have any addendums been issued?
- Response:** This is the first addendum.
8. **Question:** Have you sent the Q&A from the Pre-bid meeting?
- Response:** Questions from the pre-proposal meeting are included in this addendum.
9. **Question:** Are there alternate options to audited or reviewed financial statements, like tax returns?
- Response:** You may submit tax returns if you do not have audited or reviewed financial statements.

END OF ADDENDUM ONE