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?  

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  
   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**