

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

**RFP No. 19-07**

**Government Relations Services - Federal  
Addendum One**

To: See Email Distribution List

From: Mary Wheeler  
Manager of Contract Administration

Date: May 31, 2019

No Pages: 2

This addendum is issued on May 31, 2019 prior to the bid 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.

**ADDITIONAL INFORMATION**

1. An electronic copy of the proposal form has been uploaded to the Authority's website under this solicitation.

**QUESTIONS**

1. **Question:** Regarding client list, please confirm that the client list requested is specific to only those clients that our firm represented in the area of federal government relations services. As a full-service law firm, we represent hundreds of clients in a variety of practice areas outside government relations, which are subject to client confidentiality issues, so we want to ensure that just providing our federal government relations client list will be sufficient.

**Response:** A list of federal government relations clients is acceptable.

2. **Question:** Regarding Small and Diverse Business Participation, are the evaluation points for this criteria section only available to those bidders that are certified as a Small and Diverse Business, or can a bidder, who does not qualify as such, propose to utilize a Small and Diverse Business as a subcontractor on the engagement to receive credit?

**Response:** You may receive points for subcontractors who will do significant work on this contract and evidence that they are a small and/or small diverse business.

3. **Question:** Regarding II-10. Financial Statements, as a private corporation the firm does not disclose financial statements or fee revenues. However, we are willing to provide banking and credit references to attest to the firm's financial stability. Would the Authority consider modifying the requirement to include the acceptance of banking and credit references in lieu of financial statements?

**Response:** Offerors **do not** have to submit financial statements as required in the RFP.

4. **Question:** Regarding I-7. Small and Small Diverse Business Requirements, is there a mandatory or minimum small and/or small diverse business participation requirement as part of this contract? Or is it optional to include small and/or small diverse business participation?

**Response:** There is no mandatory maximum or minimum small and/or small diverse business requirement.

5. **Question:** Regarding II-9. Client List, would the Authority accept a list of only the firm's federal government relations clients serviced in the past three years?

**Response:** See response to Question #1 above.

6. **Question:** What is the Authority's anticipated timeline for the release of responses to procurement questions?

**Response:** First addendum to be released on Friday, May 31, 2019. The final addendum will be released no later than June 10, 2019.

7. **Question:** Will the Authority withhold our financial information from public release in connection with any request under PA's Right to Know Law or any other open records laws/regulations?

**Response:** Financial information received from Offerors/Bidders is not released in response to a Right to Know Request.

**END OF ADDENDUM ONE**