



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

**AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT**

1. AMENDMENT/MODIFICATION AM003		2. EFFECTIVE DATE March 17, 2017	
3. ISSUED BY PURCHASING SECTION William Walters Jr., PM PRMT - 3 <sup>RD</sup> FLOOR Office of Procurement & Materials		4. ADMINISTERED BY (If other than block 3) Carlos Proctor, Quality Manager QICO - 5G Jackson Graham Building	
5. CONTRACTOR NAME AND ADDRESS  <small>(Street, city, county, state, and Zip Code)</small>		6. FORM TYPE <small>(Check only one)</small> <input checked="" type="checkbox"/> AMENDMENT OF SOLICITATION NO. <u>CQ17099/CDS</u> DATE <u>February 14, 2017</u> <small>(See block 7)</small> <input type="checkbox"/> MODIFICATION OF CONTRACT/ORDER NO. _____ DATE _____ <small>(See block 8)</small>	
7. THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS <input checked="" type="checkbox"/> 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> copies 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 (a) <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. (b) <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. (c) <input type="checkbox"/> This 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 The purpose of this amendment is to respond to the questions and to provide clarifications per attachment.  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.  <small>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.</small>			
11. <input checked="" type="checkbox"/> CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS MODIFICATION AND RETURN _____ COPIES TO ISSUING OFFICE.		<input type="checkbox"/> CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT	
NAME OF CONTRACTOR/OFFICE  BY _____ <small>(Signature of person authorized to sign)</small>		15. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY  BY <u>William Walters Jr.</u> <small>(Signature of Contracting Officer)</small>	
13. NAME AND TITLE OF SIGNER (Type or print)	14. DATE SIGNED	16. NAME OF CONTRACTING OFFICER (Type or print)	17. DATE SIGNED
		William Walters Jr.	3/17/17

## AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

### I. Questions and Responses:

1. Task 1 requires the contractor to perform many audits. Task 2 also requires the contractor to perform audits. Does WMATA want to keep audits in Task 2 or include all auditing in Task 1 only **Response:** *Audits are a central function for QICO, they are required in both task 1 and task 2.*
2. Some Tasks only list particular labor categories under the price schedules. Does this mean that only said labor categories are intended to provide services under these Tasks? For example: Could a Quality Assurance Specialist/Engineer provide training services under Task 3 (Training)? **Response:** *The Price Schedule has been revised to reflect the potential for support from various categories.*
3. The price schedule sheets for Base Period & Option Years is not revised for Task 1 per Amendment 2 , is it Ok to submit same price schedule sheets? **Response:** *See Revised Price Schedule.*
4. On page 11 of the RFP, it states that “Funds are not available for performance under this contract beyond the fiscal year that ends June 30, 2017.” Previously, on page 11, it states that “the guaranteed minimum which will be required under this contract, and which will be initiated by one or more Orders, shall be a minimum amount of \$250,000.00 per Base Period and Option Periods.” If the selected contractor is not able to perform \$250,000 worth of work before June 30, 2017, will WMATA have funding available beyond June 30, 2017 to ensure that the contractor will still be guaranteed that \$250,000 minimum? **Response:** *The Authority cannot guarantee funding beyond the current fiscal year. It is the Authority’s intent to have funding available throughout the period of performance for this requirement.*
5. Will WMATA allow prime contractors to include a pricing mark-up for subcontractors? **Response:** *Per the pricing schedule, Offeror shall provide fully loaded hourly rates covering all cost including but not limited to labor, materials, markups, overhead, profit, insurance, fuel, freight, and transportation and subcontractors costs if applicable.*
6. Are documents for Volume III from Prime contractors only, or should we include any of these documents from subconsultant firms as well? **Response:** *Per Pre-Award Evaluation Data, subcontractor information shall be provided.*
7. The minimum requirements for Project Managers include being certified as a PMP by the Project Management Institute. If we have a candidate who meets all of the other requirements for the Project Manager role, but is not PMP certified, can we still submit that candidate, or will the lack of certification automatically be cause for disqualifying the candidate? **Response:** *The candidate must meet minimum requirements to be considered for the position per the Scope of Work.*

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY  
 SUPPLY AND SERVICE CONTRACT RFP-CQ17099/CDS



WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY  
**SOLICITATION, OFFER AND AWARD**

CONTRACT NO.	SOLICITATION NO. RFP CQ17099/CDS	DATE ISSUED	ADDRESS OFFER TO OFFICE OF PROCUREMENT Office of Procurement 600 Fifth Street NW Washington, DC 20001
	<input checked="" type="checkbox"/> ADVERTISED <input type="checkbox"/> NEGOTIATED		

**SOLICITATION**

Sealed offer in original and Four (4) Technical Volume II copies and One (1) copy on electronic media (USB or CD) for furnishing the supplies or services in the schedules will be received at Authority until 2:00 P.M. Local time March 28, 2017  
 (Hour) (Date)

**CAUTION – LATE OFFERS:** See paragraph 6 of Solicitation Instructions.

All offers are subject to the following:

1. The Solicitation Instructions that are attached.
2. The Terms and Conditions that are attached.
3. The Price Schedule included herein and/or attached hereto.
4. Such other provisions, representations, certifications, and specifications, as are attached or incorporated herein by reference.

**Proposer's E-mail** \_\_\_\_\_

**Proposer's Phone Number** \_\_\_\_\_

**Proposer's Fax Number** \_\_\_\_\_

**SCHEDULE**

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
-----	-----PER PRICE SCHEDULE -----	-----	-----	-----	\$ -----
	(See continuation of schedule on page 22)				

DUN & BRADSTREET ID NUMBER: \_\_\_\_\_

**OFFEROR**

Name and Address (Street, city, county, state, and zip code)	Name and Title of Person Authorized to Sign Offer (Print or Type)
<input type="checkbox"/> Check if remittance is different from above — enter such address in Schedule	Signature <span style="float: right;">Offer Date</span>

**AWARD (To be completed by The Authority)**

ACCEPTANCE AND AWARD ARE HEREBY MADE FOR THE FOLLOWING ITEM(S):

ITEM NO.	QUANTITY	UNIT	UNIT PRICE

The total amount of this award is \$ \_\_\_\_\_

\_\_\_\_\_  
 Name of Contracting Officer (Print of Type)      WASHINGTON METROPOLITAN TRANSIT AUTHORITY      AWARD DATE

**SOLICITATION, OFFER AND AWARD**

**CONTINUATION SHEET**

THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF THE FOLLOWING AMENDMENTS

TO SOLICITATION **RFP – CQ17099/CDS**

Amendment Number _____	Dated _____
Amendment Number _____	Dated _____
Amendment Number _____	Dated _____
Amendment Number _____	Dated _____
Amendment Number _____	Dated _____
Amendment Number _____	Dated _____

**Failure to acknowledge receipt of all amendments may render the offer unacceptable.**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
WMATA Vendor ID #

**PRICE SCHEDULE SHEET – Revised**

Base Year	QA and Compliance Audit and Inspection	Est. # of Hours	Extended Amount
Task 1	Services	Labor Category	Rate
		Senior Inspector/Engineer	13,420
		Junior Inspector/Engineer	9,760
		Project Manager	40
		Administrative/Office	40
		CAP Leader/Coordinator	40
		Quality Assurance Specialists/Engineer	40
		Total Task 1	
Task 2	QA Program Implimentation	Labor Category	Rate
		Project Manager	1,220
		Quality Assurance Specialists/Engineer	7,320
		Administrative/Office	40
		CAP Leader/Coordinator	40
		Total Task 2	
Task 3	QA Training & Technical Training	Labor Category	Rate
		Senior Inspector/Engineer	1,220
		Project Manager	80
		Administrative/Office	40
		CAP Leader/Coordinator	40
		Quality Assurance Specialists/Engineer	40
		Total Task 3	
Task 4	Data Analysis & Regulatory Compliance	Labor Category	Rate
		Project Manager	1,220
		Administrative/Office	2,440
		CAP Leader/Coordinator	21,960
		Quality Assurance Specialists/Engineer	40
		Total Task 4	
Base Year Total			

**PRICE SCHEDULE SHEET- Revised**  
**Continuation**

Option Year 1	QA and Compliance Audit and Inspection	Est. # of	Extended
Task 1	Services	Hours	Amount
	Labor Category	Rate	
	Senior Inspector/Engineer		13,420
	Junior Inspector/Engineer		9,760
	Project Manager		40
	Administrative/Office		40
	CAP Leader/Coordinator		40
	Quality Assurance Specialists/Engineer		40
	Total Task 1		
Task 2	QA Program Implimentation	Est. # of	Extended
	Labor Category	Hours	Amount
	Rate		
	Project Manager		1,220
	Quality Assurance Specialists/Engineer		7,320
	Administrative/Office		40
	CAP Leader/Coordinator		40
	Total Task 2		
Task 3	QA Training & Technical Training	Est. # of	Extended
	Labor Category	Hours	Amount
	Rate		
	Senior Inspector/Engineer		1,220
	Project Manager		80
	Administrative/Office		40
	CAP Leader/Coordinator		40
	Quality Assurance Specialists/Engineer		40
	Total Task 3		
Task 4	Data Analysis & Regulatory Compliance	Est. # of	Extended
	Labor Category	Hours	Amount
	Rate		
	Project Manager		1,220
	Administrative/Office		2,440
	CAP Leader/Coordinator		21,960
	Quality Assurance Specialists/Engineer		40
	Total Task 4		
Option Year 1 Total			

**PRICE SCHEDULE SHEET-Revised**  
**Continuation**

Option Year 2	Task 1	QA and Compliance Audit and Inspection Services	Labor Category	Rate	Est. # of Hours	Extended Amount
			Senior Inspector/Engineer		13,420	
			Junior Inspector/Engineer		9,760	
			Project Manager		40	
			Administrative/Office		40	
			CAP Leader/Coordinator		40	
			Quality Assurance Specialists/Engineer		40	
			Total Task 1			
	Task 2	QA Program Implimentation	Labor Category	Rate	Est. # of Hours	Extended Amount
			Project Manager		1,220	
			Quality Assurance Specialists/Engineer		7,320	
			Administrative/Office		40	
			CAP Leader/Coordinator		40	
			Total Task 2			
	Task 3	QA Training & Technical Training	Labor Category	Rate	Est. # of Hours	Extended Amount
			Senior Inspector/Engineer		1,220	
			Project Manager		80	
			Administrative/Office		40	
			CAP Leader/Coordinator		40	
			Quality Assurance Specialists/Engineer		40	
			Total Task 3			
	Task 4	Data Analysis & Regulatory Compliance	Labor Category	Rate	Est. # of Hours	Extended Amount
			Project Manager		1,220	
			Administrative/Office		2,440	
			CAP Leader/Coordinator		21,960	
			Quality Assurance Specialists/Engineer		40	
			Total Task 4			
			Option Year 2 Total			

**PRICE SCHEDULE SHEET-Revised  
Continuation**

Option Year 3	QA and Compliance Audit and Inspection Services	Labor Category	Rate	Est. # of Hours	Extended Amount
Task 1		Senior Inspector/Engineer		13,420	
		Junior Inspector/Engineer		9,760	
		Project Manager		40	
		Administrative/Office		40	
		CAP Leader/Coordinator		40	
		Quality Assurance Specialists/Engineer		40	
		Total Task 1			
Task 2	QA Program Implimentation	Labor Category	Rate	Est. # of Hours	Extended Amount
		Project Manager		1,220	
		Quality Assurance Specialists/Engineer		7,320	
		Administrative/Office		40	
		CAP Leader/Coordinator		40	
Total Task 2					
Task 3	QA Training & Technical Training	Labor Category	Rate	Est. # of Hours	Extended Amount
		Senior Inspector/Engineer		1,220	
		Project Manager		80	
		Administrative/Office		40	
		CAP Leader/Coordinator		40	
		Quality Assurance Specialists/Engineer		40	
Total Task 3					
Task 4	Data Analysis & Regulatory Compliance	Labor Category	Rate	Est. # of Hours	Extended Amount
		Project Manager		1,220	
		Administrative/Office		2,440	
		CAP Leader/Coordinator		21,960	
		Quality Assurance Specialists/Engineer		40	
Total Task 4					
Option Year 3 Total					



**PRICE SCHEDULE SHEET-Revised  
Continuation**

Option Year 4	QA and Compliance Audit and Inspection Services	Labor Category	Rate	Est. # of Hours	Extended Amount
Task 1		Senior Inspector/Engineer		13,420	
		Junior Inspector/Engineer		9,760	
		Project Manager		40	
		Administrative/Office		40	
		CAP Leader/Coordinator		40	
		Quality Assurance Specialists/Engineer		40	
		Total Task 1			
Task 2	QA Program Implimentation	Labor Category	Rate	Est. # of Hours	Extended Amount
		Project Manager		1,220	
		Quality Assurance Specialists/Engineer		7,320	
		Administrative/Office		40	
		CAP Leader/Coordinator		40	
Total Task 2					
Task 3	QA Training & Technical Training	Labor Category	Rate	Est. # of Hours	Extended Amount
		Senior Inspector/Engineer		1,220	
		Project Manager		80	
		Administrative/Office		40	
		CAP Leader/Coordinator		40	
		Quality Assurance Specialists/Engineer		40	
Total Task 3					
Task 4	Data Analysis & Regulatory Compliance	Labor Category	Rate	Est. # of Hours	Extended Amount
		Project Manager		1,220	
		Administrative/Office		2,440	
		CAP Leader/Coordinator		21,960	
		Quality Assurance Specialists/Engineer		40	
Total Task 4					
Option Year 4 Total					

**PRICE SCHEDULE SHEET-Revised**  
**Continuation**

Summary	Amount
Base Period	
Option Year 1	
Option Year 2	
Option Year 3	
Option Year 4	
Base and Option Years Total	

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
WMATA Vendor ID #

**PRICE SCHEDULE SHEET**  
**- Revised Continuation**

Note to Offeror:

1. This is an Indefinite Delivery, Indefinite Quantity type contract for the items listed in the Unit Price Schedule. Each price for each item shall be firm fixed. All items will be ordered by the Contracting Officer, an Authority Ordering Officers or Authority Representative and based on the items in the Price Schedule Sheet. Note that there is no guarantee that Orders will be issued for the total amount of the initial contract award or the Total Proposed Price.
2. Rates shall be fully loaded hourly rates per labor category. Fully loaded hourly rates covering all cost including but not limited to labor, materials, markups, overhead, profit, insurance, fuel, freight, and transportation and subcontractors costs if applicable.
3. All quantities/hours are estimated for pricing purpose. The Offeror is notified that there will be no adjustment of unit prices/labor rates for variation in quantities/hours between the estimate quantities/hours and the final quantities/hours ordered in this contract.
4. The guaranteed minimum which will be required under this contract, and which will be initiated by one or more Orders, shall be a minimum amount of \$250,000.00 per Base Period and Option Periods.
5. The maximum which may be ordered by one or more Orders shall be a maximum amount of \$9,000,000 per Base Period and Option Periods.
6. Failure to submit prices/labor rates on all items will necessitate rejection of the offer.
7. The Total Offeror Price will be the sum of all price extension amounts for the listed items.
8. All extensions of the unit prices shown will be subject to verification by the Authority. In case of variation between the unit prices and the extension, the unit price will be considered the offer.
9. The unit price shown on the Price Schedule Sheet shall constitute full compensation for all costs or performance under this contract.
10. The contract price will be evaluated based on the total base price plus all option prices. The Authority retains the right to award based on total base price only, total base plus options or any combination of base price plus options.
11. The initial award amount will be for the total Authority budget amount for this contract. The Authority's obligation under this contract is limited to the amount of the Orders placed and the availability of funds as described herein.

12. Notification of the availability of additional funds shall be made as soon as practical if and when the funds become available, but not later than June 30 of the respective fiscal year unless a later date is agreed to in writing.
13. Offerors are advised to become familiar with articles for availability of funds, multi-year contracts and cancellation of items. The Contractor is advised not to perform any work or incur any costs for work above the available funding until notified in writing by the Contracting Officer.
14. The Offeror is placed on notice that it may not be paid for the estimated quantities listed on the Price Schedule Sheet. The final amount of the Contract and payment will be based on actual quantities ordered in the Order of Services which may total more or less than the estimated quantity for each of the individual items.
15. Invoice for payment shall be arranged to correspond to each Order.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
WMATA Vendor ID#