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

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. AMENDMENT/MODIFICATION  
   Amendment 02

2. EFFECTIVE DATE  
   (Same as block 17)

3. ISSUED BY PURCHASING SECTION  
   Office of Procurement and Materials  
   Wondem Asres

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)
   - AMENDMENT OF SOLICITATION NO. CO18106 RISK MANAGEMENT INFORMATION SYSTEM (RMIS)
   - QUESTIONS RECEIVED FROM VENDORS AND MODIFICATION OF CONTRACT/ORDER NO. (See block 9)

7. 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 is ☑ extended, ☐ 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 _______ 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
   (a) ☑ This Change Order is issued pursuant to _______________.

   (b) ☑ The Changes set forth in block 10 are made to the above numbered contract/order.

   (c) ☑ 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.

   (d) ☑ This Supplemental Agreement is entered into pursuant to authority of _______________.

   (e) ☑ It modifies the above numbered contract as set forth in block 10.

10. DESCRIPTION OF AMENDMENT/MODIFICATION

   WMATA hereby amends RFP CO18106 by:
   1. Incorporating the questions received from vendors and WMATA's response per Appendix 1.
   2. Extending the proposal due date from March 2, 2018 to COB March 12, 2018.

   Except as provided herein, all terms and conditions of the document referenced in block 8, as hereafter changed, remain unchanged and in full force and effect.

11. ☑ CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS MODIFICATION AND RETURN _______ COPY TO ISSUING OFFICE.

12. NAME OF CONTRACTOR/OFFICE

   BY _______________.
   (Signature of person authorized to sign)

13. NAME AND TITLE OF SIGNER (Type or print)

14. DATE SIGNED

15. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY

   BY _______________.
   (Signature of Contracting Officer)

16. NAME OF CONTRACTING OFFICER (Type or print)

17. DATE SIGNED

   2/28/17
Appendix 1

CQ18106
RISK MANAGEMENT INFORMATION SYSTEM (RMIS)
QUESTIONS RECEIVED FROM VENDORS AND WMATA’S RESPONSE

Vendor’s question:

WMATA’s previous response “There is no other data that needs converting from any other source or sources. There are no spreadsheets or other databases that have any historical data.” which was included in Amendment 01 as Item 4 appears to contradict requirements listed in the following:

- 3.2 – PeopleSoft, WC TPA, SMS initial data loads and ongoing frequencies.
- 3.3 Functional Requirements
  - 3.3.3.1 - SMS & TPA
  - 3.3.4.1 - Excel spreadsheet loads of historical exposures (3 year/loads)
    - Operational Exposures
    - Properties
    - Vehicles
  - 3.3.5.1 – Vendor will load 5 years of policy attachments and exposure from share drive etc.
  - 3.3.6.2 – PeopleSoft interface for locations would require initial load and ongoing updates
  - 3.3.6.3 – PeopleSoft interface with load of historic employees and ongoing uploads.
  - 3.3.6.5 – PeopleSoft interface with load of historic absence and ongoing loads
  - 3.3.6.7 – SMS historic load of incidents not found in TPA and ongoing loads.
  - 3.4.4 – Data migration – import all system and employee data (PeopleSoft employee and absence)

Does WMATA Appendix response overwrite the requirements of these sections?

WMATA’s response: WMATA’s previous response for question 4 in Amendment 01 was incorrect. As the vendor correctly identified there would be one off load of historical data for:
- Employee demographic data from PeopleSoft
- Location hierarchy from PeopleSoft
- Absenteeism from PeopleSoft
- TPL incidents, loss data and attachments
- WC loss data
- Policy data

These requirements have all been stated in the RFP document. The Appendix attached to the RFP replicates the requirements stated in the main body of the RFP (as referenced by the vendor). The appendix is where the vendors are expected to provide their response to the requirements.