

October 7, 2019 @ 11:30 a.m.  
Pre-Proposal Conference Call

Attendees:

Mr. Jim Moore of Warren Associates (via conference telephone line)  
Mr. Jim Ritchey of WRA (in attendance)

Three Rivers Regional Commission (TRRC) Staff:

Mr. Kirk Fjelstul, Executive Director  
Ms. Pavielle Ludlow, Transit Manager  
Ms. Jan Perez, Secretary

Questions:

Is this a “bench” (a team of consultants) versus a single award? Per Mr. Fjelstul, Three Rivers Regional Commission reserves the option to select one (1) firm or multiple firms.

What is the anticipated date for the first assignment? Mr. Fjelstul stated that the first assignment would be “right away” upon signing the agreement.

Mr. Ritchey did not have any questions concerning the RFP.

Mr. Fjelstul advised that there was an issue about the start time of today’s Pre-Proposal conference call; the RFP reflected one start time as 11:30 a.m. and 2:00 p.m. as another start time. To rectify this, an addendum was posted on line (to our website) to reflect 11:30 a.m. To be fair, we will also have another conference call at 2:00 p.m. in case other firms did not see the addendum.

Mr. Fjelstul also advised that there is conflicting information listed in the RFP regarding the time that the RFPs are due. We will post another addendum online (to our website) to reflect that the official submissions are due by **5:00 p.m.** on October 24, 2019.