

**TAMPA-HILLSBOROUGH COUNTY
EXPRESSWAY AUTHORITY**

Letter of Clarification No. 1

FOR

REQUESTS FOR PROPOSALS

Managed Services

RFP No. T-00717

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Date of Letter of Clarification: April 27, 2017

To all prospective respondents:

The following responds to questions received on the solicitation reference above:

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| Question 1: | Who is the incumbent for this project? |
| Response 1: | No incumbent. New service for THEA. |
| Question 2: | Where is Exhibit F? |
| Response 2: | On page 93 of the RFP, replace wording of “Exhibit F” with “Price Proposal Form.” There is no Exhibit F as it was replaced with the Price Proposal Form. |
| Question 3: | What is an “itemized task order estimate” as referenced in section 2.4? Can you provide an example? |
| Response 3: | An example of an itemized task order estimate would be: <ul style="list-style-type: none"> • Pens = \$2. • Traffic analysis report = \$400. Total task order estimate = \$402. |
| Question 4: | In an effort to provide the requested “Matching, or better, employment benefits”, some of the following information would be helpful: <ol style="list-style-type: none"> 1. A copy of the benefit plan the current employees are receiving? 2. How much do current employees pay towards their individual monthly benefit premiums? 3. A census of current employees with gender, age, type of coverage (individual, spouse, family) for benefit quotation purposes? 4. Insurance participation rates? |
| Response 4: | It is expected that the vendor shall prepare the job descriptions based on the project requirements. Benefits and its cots should be presented for individual, spouse, or family. Not familiar with rate changes based in age, gender, etc. |

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| Question 5: | Can you supply a Job Description/Responsibilities list for the Supervisor? |
| Response 5: | It is expected that the vendor shall prepare the job descriptions based on the project requirements. |
| Question 6: | How long has the supervisor been is this role? |
| Response 6: | 2 + years |
| Question 7: | Can you supply a Job Description/Responsibilities list for the Full Time Clerks? |
| Response 7: | It is expected that the vendor shall prepare the job descriptions based on the project requirements. |
| Question 8: | Can you supply information on how long each of the current Full Time Clerks have been employed? |
| Response 8: | 2 + years |
| Question 9: | Can you supply a Job Description/Responsibilities list for the Temporary Clerk? |
| Response 9: | It is expected that the vendor shall prepare the job descriptions based on the project requirements. |
| Question 10: | Can you supply information on how long the current Temporary Clerk has been employed? |
| Response 10: | 3 months |

Respondents MUST acknowledge receipt of this Letter of Clarification by signing, dating and returning the completed Acknowledgement of Receipt of Letter of Clarification/Addendum form with Respondent's proposal.

All other items, conditions, and specifications in the RFP document not specifically changed by the Addendum remain unchanged.

Respondents failing to acknowledge the addendum issued may be deemed non-responsive to the RFP.

Please send all questions to THEA's Procurement Manager, Man Le, via email at Man.Le@tampa-xway.com.