

Washington State Joint Transportation Committee
Evaluation of Washington State Patrol Cessna Fleet
Responses to RFP questions
April 27, 2022

Question 1: Can the submission deadline be extended?

Response: No. There is a full schedule for the review, evaluation and interview process that proceeds from the submission deadline. Extending the date would mean pushing out the whole schedule and interfering with parallel schedules for other RFPs evaluations. For this reason, we cannot extend the deadline.

Question 2: The cost section requests direct and indirect labor, typically we do not bill our clients for indirect labor, are you asking for cost plus fixed rates? Would like for us to show pay rates plus overhead and profit? Could we submit our market rates (rates paid by other clients) instead of direct pay rates?

Response: The intent of the requirement is to ensure that all the costs you intend to bill are covered by your bid amount. I'm unsure of your distinction between market rates and direct pay rates. Our preference is for your hourly billing rate to include any overhead (indirect costs) you seek to recover. It is also acceptable to add a percentage for overhead to each invoice as long as that cost is covered in your bid amount.

Question 3: Is there a total proposal page limit?

Response: The only page limits are those specified in the RFP. While there is no total page limit, we appreciate brevity.

Question 4: In section C proposal format it mentions limiting item #2 technical approach to 10 pages. It then mentions that this 10 pages limit does not apply to "resumes, qualifications, work samples, letter of submittal, or signed certifications and assurances form" all of those items listed are in separate sections, however it makes no reference to item #3 management approach, or #4 cost approach. Does the 10 page limit only apply to only #2 technical approach section or does that 10 page limit also apply to section #3 and #4.

Response: The 10-page limit is for the technical approach section only. It does not apply to section 3 and 4. As a general matter, our goal is to produce concise reports, and a concise proposal would be an indication that your team could deliver that.

Question 5: Would a cover count against the page limit?

Response: No