

Request for Proposals
Multi-Function Machine and Related Maintenance Support Services
S-00034
March 14, 2025

Questions and Answers

1. **Under the section regarding consultants and consultant fees/charges; if no consultant is being utilized as part of this RFP - specifically 3rd party, may we ignore any part of the project requirements that mention consultants?** The awarded proposer is the consultant as referred to in the DRAFT Technical Services Agreement (TSA).
2. **Are we required to show due diligence that we have solicited subcontractors, namely DBE as part of our proposal submittal? Section 16 – C; what is defined as “necessary steps in attempting to use minority firms, women’s business enterprises, etc.” and how would that be documented?** SRTA’s TSA is a DRAFT document. SRTA has determined that disadvantaged business enterprises, as defined in 49 CFR Part 26, will have the opportunity to compete fairly for contracts financed, in whole or in part, with federal funds. For this procurement, SRTA has a disadvantaged business enterprise (DBE) goal of 22.2 percent. SRTA encourages respondents to include the participation of DBE businesses within your proposal, if possible. Please provide a narrative of any attempts made.
3. **In the last pages of the RFP, there is considerable language about FTA funding; what percentage of federal funding will this project be paid from?** The MFM supports a variety of projects that receive state and federal funds. An exact percentage cannot be provided.
4. **If there is no subcontractor, or subrecipient involved in this project, can we ignore what is being outlined in Attachment C (pages 22-24)?** In the DRAFT TSA, the subcontractor would be hired by the awarded proposer. SRTA is the subrecipient for Consolidated Planning Grant Funds, and Attachment C to the DRAFT TSA is required to be included in any contract using these funds.
5. **What are the consequences if a vendor submits a response where one or more MFM specification requirements are not fully met?** All RFP proposals are scored based on the criteria listed on pages 8 and 9.
6. **For perspective, can SRTA provide a photo of the current Kyocera MFM?** Please see page 4 of the RFP for make and model of SRTA’s current MFM.

7. **In Section 11, Employment Status of Consultant; is this section non applicable if we do not engage a third-party consultant in the process of responding to the RFP or in any part of the project?** The awarded proposer becomes the consultant in the DRAFT TSA and therefore it is applicable.
8. **Based on the substantial language of the requirements in this RFP, does SRTA intend to supersede the terms and conditions of the Omnia/WSCA contracts?** SRTA is registered with OMNIA and is open to discuss and possibly use any government discounts offered. This does not mean that SRTA will only consider those options. SRTA would need to have legal counsel review OMNIA's contract and consider any portions of the contract to be included in the TSA.
9. **Please provide information on device run rate for BW and Color images per month/per year.** Per month, SRTA's meter run rate is typically around 1,500 for B&W and 4,500 for color.
10. **Will Shasta Regional sign the vendor's lease and maintenance agreements or just their Technical Services Agreement?** SRTA will use its TSA and can also incorporate other agreements agreed upon by SRTA and the prospective consultant.
11. **Will there be an opportunity to negotiate the contract upon award?** After winning proposal is identified, an Intent to Award letter is issued. SRTA then enters into negotiations with the prospective consultant. If parties agree to contract terms, the contract award is granted.
12. **On page 5 of the RFP under Project Scope of Work, it states that at minimum, the proposals must include the tasks outlined in Attachment A but there are no tasks outlined in Attachment A. Will you please provide clarification?** Attachment "A" has been uploaded as an addendum to the RFP. Because of the omission of Attachment "A," the project schedule has also been updated.
13. **Does this page need to be signed and submitted with the RFP or is it intended for when a contract is awarded and executed?** Regarding page 19 of the DRAFT TSA, this draft document does not need to be signed and submitted with your proposal. A similar TSA, with agreed upon terms, shall be signed and executed with the awarded consultant.