**KANSAS CITY AREA TRANSPORTATION AUTHORITY**

Request For Proposals (RFP) #G22-7038-31A

KCATA On-Demand Transit Services

Pre-Proposal Conference ̴ October 17, 2022 @ 9:00 a.m. CT

Microsoft Teams meeting

*Join on your computer, mobile app ,or room device*

[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_NjFiYzA4ZDAtYjk3MC00Nzk2LThmMGItZTBkMjM2MzI5NWY3%40thread.v2/0?context=%7b%22Tid%22%3a%22480ebbb8-3e12-4c68-8c28-65b42d53b64d%22%2c%22Oid%22%3a%22678dfea9-898d-4f05-a482-0eb08c60f406%22%7d)

Meeting ID: 226 040 512 522
Passcode: QhdEvd

[Download Teams](https://www.microsoft.com/en-us/microsoft-teams/download-app) | [Join on the web](https://www.microsoft.com/microsoft-teams/join-a-meeting)

1. **Introductions (Denise Adams)**

 *If your firm is participating via Teams, please complete the attached Sign-In Sheet and return to Denise Adams.*

1. **Overview of Project Intent, Goals, Objectives (Tyler Means)**
2. **Minority & Woman Owned Business Enterprises (M/WBE) (Whitney Morgan)**

KCATA has set a ten percent (10%) goal for Minority-Owned Business Enterprise (MBE) and a ten percent (10%) goal for Woman-Owned Business Enterprise (WBE) participation on this project. The 20% combined achievement may be met by submitting all MBE participation, all WBE participation, or a combination of the two through the use of subcontractors, suppliers, or partnerships. MBE and WBE firms are encouraged to submit proposals as a prime contractor or as a partner.

1. **Procurement Schedule *per Addendum #1 10/03/2022* (Denise Adams)**

Questions, Comments and Requests for Clarifications Due to KCATA October 21, 2022

10:00 a.m. Central

KCATA Response to Proposer Questions (Addendum) October 25, 2022

RFQ Closing November 3, 2022

10:00 a.m. Central

Interviews (Tentative and if Required) November 7-11, 2022

Contract Award / Notice to Proceed (Anticipated) November 2022

Anticipated Service Launch February/March 2023

1. **Project Documents (Denise Adams)**

 The RFP and supporting documents may be found at:

|  |  |
| --- | --- |
| Site URL | <https://kcata.sharepoint.com/sites/FTP/pro/odts/SitePages/Home.aspx> |
| Bidder email | bid\_G22-7038-31A@kcata.org |
| Bidder Password | jSdZ%6hs8A (juliet - SIERRA - delta - ZULU - Percentage - Six - hotel - sierra - Eight - ALPHA) |

 ***NOTE:*** *This site is not compatible with Firefox or Safari browsers. After accessing the SharePoint site, you will be prompted for an email address; you must type in the email address that is provided here (not your own) – you cannot use the hyperlink. Please note the “underscore” in the email. The complete password is comprised of the highlighted portion above.*

1. **Proposal Submissions / Required Forms (Denise Adams)**

 Proposal Submission Format – Page 21 (Section 4)

 Proposal Submittal Checklist – Page 30 (Attachment A)

1. **Questions from Attendees on Procurement Process**

 The verbalized responses to questions are non-binding and are intended for informational purposes only. Potential contractors or parties who have questions regarding the project must submit them in writing to Denise Adams at dadams@kcata.org.

**QUESTIONS ARE TO BE DIRECTED TO PROCUREMENT PERSONNEL ONLY**

*No person or entity submitting a proposal in response to this RFP, nor any officer, employee, agent, representative, relative or consultant representing such a person (or entity) may contact through any means or engage in any discussion concerning the award of this contract with any member of KCATA’s Board of Commissioners or any employee of KCATA (excluding Procurement staff) during the period beginning on the date of proposal issue and ending on the date of the selection of Contractor. Any such contact would be grounds for disqualification of the Proposer.*

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RFP #F22-7038-31A

KCATA ON-DEMAND TRANSIT SERVICES

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**SIGN-IN SHEET – PLEASE PRINT**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DBE? YES / NO

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