

ADDENDUM ACKNOWLEDGEMENT FORM

RFP-007-25-25

ADDENDUM #1

Project No: RFP-007-25-25
Project Title: METS Mobile Ticketing Services
Opening Date: Thursday, August 21, 2025 @ 1:30 p.m.
Addendum Number: (1) **Date:** August 12, 2025

PLEASE BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ORIGINAL SPECIFICATIONS OF THE ABOVE-REFERENCED RFP:

This addendum includes the following:

- 1. Will you accept a digital-only email or online portal submission of the RFP instead of the paper mail requirement?***

ANSWER: No, per article 7 "Each proposal will be prepared in the format specified below and submitted on paper with a PDF format on a flash drive as well. Submissions must be sealed and clearly labeled as "METS Mobile Ticketing Services RFP-007-25-25." The envelope should be sent to Dachenae Streeter City of Evansville Purchasing 1 NW Martin Luther King Jr BLVD Room 323 Evansville, IN 47708."

- 2. For the cost proposal, can we use our own template in addition to the cost proposal sheet provided?***

ANSWER: Yes, as long as the required Cost Proposal is completed and returned as well.

- 3. How would the agency prefer exceptions to the contract terms in the RFP be submitted? Are redlines acceptable or is another method preferred?***

ANSWER: Please include a standard contract that your company uses. The legal departments will negotiate terms after presentations.

- 4. Will the agency accept DocuSign for signatures?***

ANSWER: Printed copies of documents executed via DocuSign are acceptable

- 5. Would the agency consider a two-week extension to September 4, 2025?***

ANSWER: No

- 6. Are email submissions permitted or is it only mail-in?***

ANSWER: Mail in only with full language.

- 7. By "letters of reference," are approved references not in letter form acceptable?***

ANSWER: No, letters of reference are to be submitted as letters

8. *Is METS considering replacing its fareboxes for an all-in-one solution rather than adding separate electronic validators?*

ANSWER: No

9. *In the questionnaire, does this question refer to riders or agency employees: Do you offer customer training during implementation?*

ANSWER: Agency Employees

10. *Under team qualifications, should resumes of key personnel be included, or just a list with roles?*

ANSWER: List with roles

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL RFP.

THIS ADDENDUM ACKNOWLEDGEMENT FORM SHALL BE SIGNED, DATED, AND RETURNED WITH THE RESPONSE BY AN AUTHORIZED COMPANY REPRESENTATIVE.

COMPANY: _____

BY: _____

TITLE: _____

DATE: _____

PHONE NUMBER: _____

SIGNATURE: _____