

RFP 415574 – McHenry County Transportation and Call Center Services

Agenda

Monday, December 14, 2015

Agenda:

1. Sign-in

2. Pre Proposal Meeting Overview

- a. Discussion today is informational only; **all questions must be submitted in writing for official Pace response.**
- b. Written questions may be submitted via email no later than **2:00 pm on December 18, 2015** to cheryl.augustyn@pacebus.com.
- c. Official Pace response will be issued via an addendum to this RFP.
- d. Please ensure that your Proposal contains the original copy of all the required Exhibits including requested information, certifications, documents and, where applicable, all required signatures and notarization. (To assist, there is a checklist in the Agreement Contract for the Provision of Paratransit Service– page 4.)
- e. Please ensure that your Price Proposal is submitted in a separate envelope marked Price Proposal for RFP No. 415574 for McHenry County Transportation and Call Center Services
- f. Please submit one (1) original and eight (8) copies of your technical proposal
- g. **The Proposal Due date is 2:00 PM on January 18, 2016**

3. Review of Project

4. Tour of Facility

5. Question & Answer Period

- a. Reference specific exhibit, paragraph or page where applicable. **Questions must be submitted in writing to be included in Pace's official response.** Discussion today does not alter any RFP requirements.

6. Question Submission/Closing