



July 2, 2018

Dear Sir or Madam:

Subject: Request for Proposal No. 18-00171-AMJP- Architectural and Engineering (A&E) Services for King of Prussia Rail Project

The Southeastern Pennsylvania Transportation Authority (SEPTA) is soliciting proposals from qualified consultants for **Architectural and Engineering (A&E) Services for King of Prussia Rail Project**.

Prospective Proposers can view or download The Request for Proposal Documents from SEPTA's website www.septa.org. Follow this path: Business/Procurement/Bid& RFP Opportunities/Over \$100,000 Non-EPS Bid/RFP Opportunities. The RFP documents include Proposers Instructions, Agreement, Scope of Services, and any associated attachments. Written request should be submitted to SEPTA's Procurement and Supply Chain Department, 1234 Market Street, 11th Floor, Philadelphia, PA 19107 and may be made **via e-mail at mpiselli@septa.org to the attention of Michael Piselli.**

Proposals shall be submitted in two (2) separate parts, enclosed in two (2) separate packages, and identified as Technical Proposal and Cost Proposal. Cost proposals will not be opened until the technical evaluation is completed.

A Pre-Proposal Meeting will be held on Tuesday, July 10, 2018 at 10:00am, in SEPTA's Conference Room 11C, 1234 Market Street, Philadelphia, PA 19107. A representative of your company should be present to discuss the proposed work with representatives of SEPTA.

All questions pertaining to this request for proposal must be submitted in writing to SEPTA, 1234 Market Street, 11th Floor, Philadelphia, Pennsylvania 19107, Attn: Michael Piselli, Procurement & Supply Chain Management Dept. via e-mail mpiselli@septa.org. **All questions must be received no later than the close-of-business (4:30 P.M.) on Tuesday, July 24, 2018.**

Seven (7) copies of the Technical Proposal and seven (7) copies of the Cost Proposal are to be submitted to SEPTA, in writing by the close of business (4:30 P.M.) on Wednesday, September 12, 2018.

Please direct all correspondence to:

Michael Piselli
Contract Administrator
Procurement, Supply Chain, & DBE
1234 Market Street, 11th Floor
Philadelphia, Pennsylvania 19107

CAUTION: Subsequent correspondence and follow-up documentation concerning this Request for Proposal No. **18-00171-AMJP** will only be sent to consultants who have submitted written requests (via email) for the proposal documents. It is the consultant's responsibility to assure that it has all the necessary correspondence and documents from SEPTA to properly prepare its proposal.

Any request for change, modification, addition, or deletion of any aspect of these Contract Documents must be made in writing and submitted with your technical proposal. Contract changes, modifications, additions, or deletions can be affected only by a written addendum issued by SEPTA.

Subject to SEPTA's right to reject any and all proposals and/or to negotiate separately with any firm in any manner deemed appropriate to serve its best interests, if any award is made as a result of these proposals, it will be made on the basis of the proposal which best satisfies the intent of the RFP and other factors considered in the best interests of SEPTA.

SEPTA, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 253, 42 U.S.C. 2000d to 2000d-4, and Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Department of Transportation, in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all proposers that it will affirmatively, insure that in regard to any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit proposals in response to this invitation, and will not be discriminated against on the grounds of race, sex, color, or national origin in consideration for an award.

Consultant will be required to comply with all applicable Equal Employment Opportunity laws and regulations.

All proposers will be required to certify compliance with Executive Order 12549 (ineligible contractors).

Oral, telegraphic or telephonic proposals or modifications will not be considered.

Sincerely,

Michael Piselli

Michael Piselli
Contract Administrator
Procurement, Supply Chain & DBE

AMJP
Enclosures