



August 15, 2018

Dear Sir/Madam:

Subject: Traction Power Substation Rehabilitation Program – Contract 2

The Southeastern Pennsylvania Transportation Authority (“SEPTA”) is soliciting technical proposals from firms for the Traction Power Substation Rehabilitation Program – Contract 2 (hereinafter called the “Project”) as outlined in the attached contract documents as part of a Two (2) Step Procurement Process consisting of: Step One (1) Pre-Qualification and Step Two (2) Sealed Bid Process.

Step One (1) of this process is the pre-qualification of interested parties in response to this solicitation through submission of technical proposals. Companies whose technical proposal receives an overall Pass Rating when evaluated against the technical criteria will be deemed pre-qualified for participation in Step Two (2) of the procurement.

Step Two (2) of this process will be the acceptance of sealed bids from firms who have been pre-qualified in accordance with Step One (1) of this procurement. Invitations to Bid will only be furnished, by SEPTA, to firms who have been pre-qualified in Step One (1).

SEPTA reserves the right to cancel this procurement at any time, if deemed in SEPTA’s best interest.

A pre-qualification meeting will be held on Tuesday, August 28th, 2018 at 10:00 AM in Conference Room 11-C, 11th Floor, 1234 Market Street, Philadelphia, PA 19107 to discuss the Two (2) Step Procurement Process and the technical criteria for evaluation. A representative of your company should be present to discuss this procurement with representatives from SEPTA.

A site visit to 12th & Portal Switching Stations will follow the Pre-Bid Meeting. On the following day, Wednesday, August 29, 2018, we will complete the site visits of Lansdale & Hatboro starting at Lansdale at 09:30 A.M. Please sign up to attend the site visit through Michael Piselli at mpiselli@septa.org. Please list in the email how many attendees there will be from your company and please provide their names. Please sign up for the site visit by the close-of-business (4:30 P.M.) on, Friday, August 24th, 2018.

All questions pertaining to this procurement must be submitted in writing to SEPTA, 1234 Market Street, 11th Floor, Philadelphia, Pennsylvania 19107, attention Michael Piselli mpiselli@septa.org. All questions must be received no later than the close-of-business (4:30 P.M.) on Friday, September 7, 2018. The answers to all questions submitted will be included in the minutes of the pre-qualification meeting or under separate cover.

One (1) original and five(5) copies of the RFQ Proposal, plus 1 CD/DVD in “PDF” format contained **in envelopes (clearly marked)** and meeting the requirements set forth in Section 1, Part 3 above shall be submitted by 4:30 p.m. prevailing Eastern time on Tuesday, September 25, 2018 to SEPTA’s Contract Administrator:

Please direct all correspondence to:

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

**TWO (2) STEP PROCUREMENT FOR TRACTION POWER SUBSTATION REHABILITATION
PROGRAM – CONTRACT 2**

Anyone desiring to receive the Request for Qualification Documents must respond to SEPTA in writing. Written request should be submitted to SEPTA's Procurement, Supply Chain, and DBE, 1234 Market Street, 11th Floor, Philadelphia, PA 19107, attention Michael Piselli at mpiselli@septa.org.

Consultant/Contractors may view the project plans in PDF file format via SEPTA's website:
<http://www.septa.org/business/bid/100K/>

The Project Plans include Instructions to Proposers, Proposal Forms, Agreement, Specifications and Drawings, and any associated attachments.

CAUTION: All subsequent correspondence and follow-up documentation, including addendum, concerning Request for Qualification No. 18-00197-AMJP will be available for download via the aforementioned website only. It is the contractor/consultant's responsibility to assure that it has all the necessary correspondence and documents from SEPTA to properly prepare his proposal.

Interested parties should submit technical proposals that are acceptable without additional explanation or information. However, SEPTA reserves the right to ask for clarification and additional information in support of any proposal, if deemed necessary. SEPTA will make sole and final determination regarding a technical proposal's Pass/Fail Rating on the basis of the technical proposal submitted in consideration of the technical criteria and may proceed with Step Two (2) without requesting further information from any firm.

SEPTA, in accordance with Title VI of the Civil Rights Act of 1964, 78 State. 252, 42 U.S.C. 2000d to 2000d-4, and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders 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 bids 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.

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

All bidders will be required to certify compliance with Executive Orders 12549 and 12689 (Debarment and Suspension).

Any inquiries regarding this Two (2) Step procurement must be directed to Michael Piselli at (215) 580-8364.

Sincerely,

Michael Piselli

Michael Piselli
Contract Administrator
Procurement, Supply Chain & DBE Division