

PUBLIC NOTICE
MARYLAND TRANSPORTATION AUTHORITY

NOTICE
TO
ARCHITECTS & ENGINEERS

TRANSPORTATION PROFESSIONAL SERVICES SELECTION BOARD

REQUEST FOR PROFESSIONAL SERVICES
MDTA-2012-01 ADDENDUM #1

REVISIONS/CLARIFICATIONS

1. **The due date for responses to the Request for Professional Services has been extended.** Responses to this Request for Professional Services must still be received prior to **4:00 PM on November 10, 2011.**

2. QUESTIONS/ANSWERS

- Q1. This Request for Professional Services states that “One (1) of the proposed Key Staff individuals shall have demonstrated expertise in the development of government forms, documentation of procedures and review of policy materials.” Can you provide me with a list as to specifically what type of forms would need to be filled out and what procedures and policy materials are needed?
 - A1. The Key Staff member should have knowledge of regulations governing electronic and hard copy communications by government agencies. Development of forms, procedures or policy documentation may be required to establish minimum standards or guidelines for permits, research, studies, reports, plans or other recurring activities related to the continued development, maintenance and operation of the transportation facility projects in a safe and efficient manner.
- Q2. This Request for Proposals states that “standard size typing” should be used. Does MDTA have a preferred font size (10, 11, or 12 point) or is that at the discretion of the consultant?
 - A2. Font size should be selected to ensure that the submission is legible. Typically, the minimum recommended font size is 11 point.

All other paragraphs remain the same.