

CHATHAM AREA TRANSIT AUTHORITY RFP 2026-03, ADDENDUM NO. 1

DATE: October 31, 2025
ORIGINAL RFP NUMBER: 2026-03
PROJECT: Federal Legislative Advocacy Services RFP
This Addendum forms a part of the Request for Proposals 2026-06 dated October 20, 2025.

Questions posed during initial Q&A Period and CAT's Responses:

Question 1: Attachment A, entitled Scope of Services, requests that proposers provide a "complete list of all active clients and relevant inactive clients." Given the breadth of our global client base and confidentiality considerations, it would not be feasible to provide a full listing. Would it be acceptable to instead reference our publicly available Lobbying Disclosure Act filings, which comprehensively identify our active and inactive lobbying clients and matters?

Response: It is a requirement to include the list requested as part of the proposal, the proposer can mark that information as confidential and CAT will treat that information with the necessary discretion and protection to the extent permitted by law.

Question 2: you confirm that "Attachment B – DBE Certification Form" is not required for this proposal? If not, this seems to have impacted the letter associated with attachment names, and on page 19 they are therefore off by a letter (e.g., Attachment D is the "Offeror's Checklist", not the "Addendum Acknowledgement.")

Response: DBE Certification is not required with this proposal.

Question 3: I want to clarify that CAT expects that the application to provide lobbying services must include 3-5 letters of recommendation from clients. Is that correct?

Response: Yes, the proposal must include three to five recommendation letters from current clients.

Question 4: We see in the Scope of Services in Attachment A under General Conditions there is a requirement for 3-5 recommendation letters. My question is, would you like our 3 references in Attachment B to be different companies/contacts? Can there be overlap?

Response: Yes, they can overlap, however five letters will be required.

Question 5: Do you require three to five letters of recommendation or just the references?

Response: See response to question 4.

Question 6: I also wanted to clarify the requirement for “Most recent three (3) years comprehensive financial statements, audited version if your business structure requires such.” Our firm structure does not require that nor would we likely provide our comprehensive financial statements. If our structure does not require such can we provide that in notice on the application?

Response: Three years of financial statements or tax returns are acceptable.

END OF ADDENDUM NO. 1