



**State Road and Tollway Authority
I-75S and NWC Express Lanes Project
TSI RFP Response Administrative Review**

Prepared by: *Barbara Harris Chappel*
Date: *7-31-13*

Administrative Review Question:	<i>Kapsch</i>	<i>Sice</i>	<i>3M</i>	<i>Xerox</i>
1. On Time				
Were the TSI responses delivered to SRTA on time as stated in the RFP?	Yes	Yes	Yes	Yes
2. Proper Documents Provided and Signed				
Were the proper responses provided and signed as defined in the RFP?	Yes	Yes	Yes	Yes
Technical Proposal				
Signed Certificate of Non-Collusion (RFP cover page)	v	v	v	v
Cover Letter	v	v	v	v
Executive Summary (not to exceed 10 pages)	v	v	v	v
Affidavit of Trade Secrets	v	v	v	v
Appendix D - SLA Table Worksheet (Excel)	v	v	v	v
Appendix M – Technical Response Guide and attachments	v	v	v	v
Appendix O – Georgia Bid Bond (Cashier Check in lieu of Bid Bond)	v	v	v	v
Appendix P – Sales and Use Tax Form	v	v	v	v
Appendix Q – Statement of Responsibility Certification Form	v	v	v	v
Appendix R-1 Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)	v	v	v	v
Appendix R-2 Subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(3)	v	v	v	v
Appendix R-3 Sub-subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(4)				
COST INFORMATION EXCLUDED FROM TECHNICAL SUBMISSION	v	v	v	v
Cost Proposal				
Appendix L – Pricing Worksheets				
General				
No more than 477 pages using no less than an 11 point font (excluding: Certificate of Non-collusion, Cover Letter, Executive Summary, Affidavit of Trade Secrets, Appendices D, O, P, Q, R, and Attachments required as part of	v	v	v	v
3. Technical Response Hard and Soft Copies Provided				
Were eight (8) hard copies, and Eighteen (18) soft copies of the technical responses provided?	Yes	Yes	Yes	Yes
4. Cost Response Hard and Soft Copies Provided				
Were three (3) hard copies, and ten (10) soft copies of the cost responses provided?	Yes	Yes	Yes	Yes
5. Separate Packaging of Technical and Cost Proposals				
Were the technical and cost responses separately labeled and packaged?	Yes	Yes	Yes	
6. Original Hard Copy Archived				
Were sets of original hard copies of the TSI technical and cost responses archived for the records?	Yes	Yes	Yes	Yes
7. Copies Distributed to Evaluation Team				
Were hard and soft copies distributed to each Evaluation Team Member and soft copies distributed to all other evaluation resources?	Yes	Yes	Yes	Yes

The Issuing Officer affirms that this document accurately reflects the results of the Administrative Review and that the Administrative Review has been conducted in accordance with the terms and conditions governing responses to the Toll Collection Systems Implementation and Maintenance RFP.

Signature: *Barbara Harris Chappel*
Printed Name: *Barbara Harris Chappel*
Employer: *State Road and Tollway Authority*