ADDENDUM #2 FOR 17-071
BUSINESS INTELLIGENCE SYSTEM
FOR GOTRIANGLE

THIS ADDENDUM #2 IS ISSUED: NOVEMBER 3, 2017

QUESTIONS AND ANSWERS
The following questions were posed by firms that indicated an interest in this Request for Proposals (RFP) document from GoTriangle. The purpose of this Request for Clarifications is to answer those questions.

PROPOSAL SUBMITTAL DEADLINE
The Proposal Submittal Deadline has changed and proposals will be received until **December 1, 2017 at 3:00 pm. EST**.

QUESTIONS AND ANSWERS	
Item	Questions and Answers
1	*Question:* Please provide the current version of MS Dynamics AX ERP GoTriangle is utilizing. *Answer:* *GoTriangle shall utilize MS Dynamics 365 when it comes onboard next year.*
2	*Question:* Is there a requirement for predictive analytics? *Answer:* *No. However, we do not know exactly the best way to achieve what we want. We are looking for all of you experts in the field to propose to us solutions of different ways, share with us the different options available to us so we know the pros and cons and cost implications, and staff involvement as well. We see the benefits in predictive analytics but we want to make sure we get experience using a Business Intelligence System doing its basic functions first before we jump into predictive analytics. If you have a system that can add that functionality, we are interested in knowing that and if you make the case that predictive analytics is something we can take advantage of right out-of-the-box, since we did not specify that, as long as it is not cardinal change to the RFP Scope, it should be fine.*
3	*Question:* There is a requirement to support 5 years in the future; are there current plans for additional data sources, ERPs, etc. that would have significantly more data requirements than current? *Answer:*

	Yes, there shall be additional data sources as the company grows but there will be only one ERP system..
4	Question: Please confirm the current GoTriangle hardware/software strategy (i.e. Windows/Linux/Other, MS Office version or other, preferred database for the data warehouse) that can be supported by GoTriangle staff. *Answer:* *GoTriangle operates on a Windows-based platform running MS Office 2013. GoTriangle prefers that the vendor setup a SQL Database for the Data warehouse and maintain it.*

5	Question:
	What current tools are in place (if any) for:
	      o Data movement
	            ▪ Batch (ETL)
	            ▪ Near Real Time (service bus or other)
	      o Data Cleansing and Remediation
	      o Business Intelligence:
	            ▪ Visualization
	            ▪ Matrix style reporting
	            ▪ Other
	
	Answer:
	Each data system has some tools for this, but they all operate independently. (For example, the APC system and farebox system have their own methods for transferring data from buses and incorporating it into their databases.) There are not any tools that unify multiple data sources.

6	Question: If the implementation is in the Cloud, does GoTriangle currently utilize or have a preferred Cloud vendor or are responding vendors required to provide one? *Answer:* *GoTriangle prefers Amazon Web Services (AWS), however, any other cloud-based solution provided by the proposer, GoTriangle shall consider.*
7	Question: Attachment L: For the data sources marked as "In-House," is the data in a row/column format or exportable to a CSV or other row/column format? *Answer:* *No, most of these data sources have more complicated structures. We are open to reconsidering our approach to collecting this data as part of the system.*

8	Question: Attachment L: For the data sources coming from Excel, how are those sources populated? There could be opportunity performance improvement *Answer:* *Usually the data for these Excel sheets are either copied from another system's summary reports (such as the APC system or farebox) or calculated and entered by hand. We agree that there are opportunities for improving how we collect and manage this data.*
9	Question: Attachment L: Is the data source with the REST API connection ODBC accessible? *Answer:* *No. The REST API refers to the ability to make requests to the hosted Zendesk software over an HTTP connection. Zendesk may allow external software to ETL from its database but GoTriangle is not currently aware how that process may function.*
10	Question: Can you confirm the number of system users – those who will be accessing the dashboards and reports? *Answer:* *We are not able to give an exact number. There will be less than one hundred.*
11	Question: Can you confirm the number of power users or report creators – those who will be administrators and creating dashboard/reports and determining access? *Answer:* *We are not able to give an exact number. There will be less than fifteen.*

12	Question:
	Would Go Triangle prefer pricing:
	  a. On an annual subscription price which includes all software maintenance and updates
	  b. Or a single initial perpetual software license price with annual maintenance fees
	  c. Or both and you can analyze the alternatives
	
	Answer:
	GoTriangle is expecting the proposers to send pricing in both an annual subscription and an initial license price w/ annual maintenance fees.

13	Question: Please confirm your preference for a cloud-based solution to include a data warehouse (industry best practice) *Answer:* *GoTriangle prefers a cloud-based solution and include a data warehouse server that the vendor shall maintain and support.*
14	Question: Any PII/PHI or other regulatory requirements we need to address within our response? *Answer:* *Because the paratransit systems do work for Medicaid, there might be some (PHI) concerns involved in handling the paratransit database. We are not aware of how that dispatching and how that data segregation works there, and if paratransit records are considered PHI, that is something you may want to consider. In general, personal identifying information is primarily in the paratransit database and the Customer Feedback database. In the Farebox database we do not currently collect personal identifying information, however, there are serial numbers that could be linked to individual people if combined with other records and used to identify their travel patterns.*

15	Question:
	Please provide the data sources required to be integrated in the first year of the project and prioritize in order of importance.
	
	Answer:
	The data sources which are absolutely necessary in this initial phase are:
	
	   • *Service Calendar*
	   • *Urban Transportation Associates – Automated Passenger Counters*
	   • *SPX Genfare – GFI Data System 7*
	   • *Trapeze FX/Blockbuster*
	   • *Trapeze PASS*
	   • *Zendesk Support/Talk*
	   • *AssetWorks*
	   • *CCG Faster*
	   • *Custom Databases for Cleanliness and Incident Reporting*

16	Question: 2.2, page 4. Please describe the calendar functionality required in more detail. Would capturing the time/date data in a file format meet GoTriangle's needs? *Answer:* *The "Calendar" functionality is more complicated than that. For each service day, the "Calendar" needs to store the actual service level operated (Weekday, Saturday, or Sunday), plus whether certain optional services were operated*

	(such as school tripper routes). It also needs to store the number of revenue hours and miles which were cancelled or provided as extra service.
17	Question: What is the size of each required GoTriangle data source as well as the size of each regional partner data source for the current year? What is the size of each data source for the each of the previous years? At what rate does GoTriangle expect the size of the data to increase? *Answer:* *While we are almost certain that the total size of the databases would be less than one terabyte per fiscal year, we do not have direct access to the databases for many of these sources.*
18	Question: When would the data for each source be made available (each day/week/month and time)? *Answer:* *Some sources operate on a real-time basis (Trapeze PASS, Zendesk Support/Talk, AssetWorks, and CCG Faster). The APC system processes data in a batch each night. The farebox system processes data as each bus arrives in the garage. Trapeze FX/Blockbuster is updated once per service change period – this usually happens every three months, and only rarely happens twice a month.*
19	Question: How frequently is each data source updated? *Answer:* *See Question 18.*
20	Question: How many years of data exist for each data source? *Answer:* *This varies by agency and data source, and we are not certain for all data sources. The data source with the most historical data is probably GoTriangle's farebox system, which has data since 2007.*
21	Question: How complete is the data for each data source? *Answer:* *Most data sources do have gaps due to equipment failures at various times in their usage history.*

22	Question:
	Page 11, h. Workplan and Technical Approach "Information on how much time will be spend importing historical data."
	• How many historical data sources are expected to be imported?
	• Please clarify the number of years of historical data GoTriangle expects to be imported?
	Answer:
	All data sources listed in Question 15 must have historical data imported. We expect data to be imported beginning from July 1, 2015 (fiscal year 2016) when such data is available in the system. (For example, we did not begin to use Zendesk Talk until 2017.)
23	Question:
	What is the timeline for potential regional partners to confirm participation in the project (as well as the data sources they would add to the project)?
	• Are there data sharing agreements or BAA's in place with each agency/vendor for the data being shared? Please detail the manager and/or owner of each data source.
	Answer:
	At this time there is not a definitive timeline for potential regional partners to confirm participation in the project, and therefore, there are no data sharing agreements in place. It is likely that regional partner participation will be confirmed within the next 24 to 36 months.
24	Question:
	Please identify the types of source systems, databases, file types, etc. for the data sources that do not currently have information (i.e., listed as N/A or blank).
	• What is the timeline for identifying this information?
	Answer:
	We would anticipate identifying the source systems, databases, file types, etc. within the next 6 months.
25	Question:
	Would GoTriangle and the other agencies grant direct access to their data sources or is indirect access to each data source preferred?
	Answer:
	See Question 36
26	Question:
	Does GoTriangle have a preference on database type?
	Answer:
	GoTriangle prefers a MS SQL Database.

27	Question: Please define which reports are required to be delivered by the vendor in the first year. Please categorize as simple, medium or complex. Please detail report deadlines for each named report. What systems are in place to meet the data demand frequency? How often do reports need to be updated based on each data source? What sample reports will be generated from the to-be-determined calendar functionality? *Answer:* *See Question 15*

28	Question:
	Please identify how many users are expected to be:
	    • Report viewers/consumers
	    • Report creators/analysts
	
	Answer:
	We do not have a complete list of potential users. There will be less than one hundred report viewers and less than fifteen administrators, however, some of the report viewers may have limited interest in creating simple reports that are variants of existing reports.

29	Question: What resources (title/function/business area) will be made available at GoTriangle and the other agencies for the initial implementation and then for ongoing support? *Answer:* *GoTriangle shall have several internal resources (Manager of IT Projects, Director of Regional Services Development, Manager of IT, Transit Planning Associate, Transit Administrator, Data Technician, Director of Transit Partnerships, and Director of Operations) available for this project.*
30	Question: What additional security requirements do you have? *Answer:* *See Question 14*
31	Question: For Disaster Recovery, what is your requirement for being back up and running (e.g., within an hour, a day, a week)? Is this considered a mission critical system that needs to have an active active back-up to switch to immediately? *Answer:* *GoTriangle shall require the vendor to provide a recovery time of an hour timeframe with an active/active backup switch immediately.*

32	Question:
	On page 7, section 2.6, the RFP states, "GoTriangle is open to a system hosted either in-house or off-site. If the services will be hosted off-site, GoTriangle requires that a staging or aggregate server is set up on site. The aggregate server will run the required services to gather data from the data sources. The aggregate server can then upload the data to the off-site services. Alternately, the off-site services can query the aggregate server for information."
	    • Please clarify how GoTriangle anticipates using the staging or aggregate server.
	    • Is the vendor responsible for setting up this server?
	How many environments would need to be deployed and what type (e.g., Production, Development, Test, QA, DR, Staging, Training, etc.)?
	Has GoTriangle seen a BI system at other transit agencies after which that you hoping to model your solution? If yes, where?
	What is your vision for advanced analytics once the initial metrics and reports have been delivered?
	Should commuter rail be considered in the near future?
	Answer:
	Our expectation is that the vendor shall configure and maintain the aggregate server in a hosted (off-site) solution and provide GoTriangle with a pricing model for all maintenance, support, and scalability. The aggregate server shall serve as the data warehouse for reports and the vendor shall be responsible for setting up the server according to GoTriangle's needs. GoTriangle is expecting the expertise from the vendor to recommend what environments need to be deployed in order to produce a solution. GoTriangle has seen a BI system, however, GoTriangle is expecting vendors to propose solutions for our environment because of the unique regional nature of our transit services and the nature of the transit market in general. We see the benefits in predictive analytics but we want to make sure we get experience using a Business Intelligence System doing its basic functions first before we jump into predictive analytics. If you have a system that can add that functionality, we are interested in knowing that and if you make the case that predictive analytics is something we can take advantage of right out-of-the-box, then share cost implications, and staff involvement as well.

33	Question: How should the vendor present pricing for unknown/future data sources anticipated to be integrated into the system? *Answer:* *Incrementally, additional cost per every x number of sources to be integrated into the system.*
34	Question: How many people will need access to this system? Is there a tiered roll out? *Answer:* *There will be less than one hundred users viewing reports.*

35	Question:
	Is there a defined implementation date?
	Answer:
	A tentative notice to proceed is for February 1th so you can expect a kick-off shortly after that. We would expect for you to provide a timeline that is achievable in your proposal. It is a desire to have this system operational in FY 2019 which starts July 1st, 2018 in order to use it for all our FY 2019 reporting and year-end reporting for FY 2018. We will not disqualify your proposal if you take longer to get the system up and running. It would be nice to have of the system usable for beta testing around April 2018, to begin testing it and get all the bugs worked out before FY 2019. You are the software experts so you know how long it would take to figure this out and deploy it.
36	Question:
	How many source systems will feed the solution?
	Is there 3rd Party Data?
	Has source system data been profiled?
	Are data dictionaries and business glossaries available?
	What is the record count?
	Answer:
	We do not have direct access to the database for many of these sources and cannot provide total record counts. Some of the sources have data dictionaries available and some do not.
37	Question:
	For each source system, please specify whether data feed should be batch, real-time or initial data load only.
	What is your preferred ETL solution? Do you have strong in house skills in this solution?
	Do you have a preferred real-time integration middleware platform? (i.e. Oracle Service Bus, Tibco, etc.)?
	Answer:
	We do not have any current systems dealing with ETL or real-time integration. Batch data loading at a frequency of one day would be acceptable for all systems which need to be incorporated.
38	Question:
	How would you describe the overall quality of the data present in your systems?
	Is data cleansing and standardization in scope?
	Answer:
	Moderate to Good.
39	Question:
	Can you provide your overall current architecture stack so that we can ensure we're able to integrate with it?
	Answer:
	See Question 4

40	Question:
	Is Active Directory or LDAP integration required?
	Are there existing rules governing the visibility of information from different sources, to different users?
	How many user roles are envisioned with differing levels of access to the reporting tool?
	Answer:
	Neither Active Directory nor LDAP integration shall be required. GoTriangle at some point will allow our transit partners (GoDurham, GoRaleigh, GoCary, and Chapel Hill Transit) access to the system with a username/password with read-only access. There shall be only three user roles (Read/Write Access, Read-Only Access, and an Administrator Role.
41	Question:
	Will GoTriangle provide subject matter experts to identify each of the tables and columns needed from the 42 different source systems (APC, CAD/AVL, TransLoc, GFI Genfare, Trapeze, CCG, Zonar, Bus Incident/Accident Reporting, Zendesk, Blackbaud, Paycor, PO System, Performance Reporting, PASS, First Transit, Calendar, Automated Passenger Counters, Clever Devices, GFI Data System 7, Trapeze, RideShark, AssetWorks, Fuel Management System, Faster, Fuel Master, Cleanliness Databases, Bus Incident Reporting, Zendesk Support/Talk.)?
	Answer:
	Yes.
42	Question:
	How many employees does GoTriangle will have working on this project?
	Answer:
	Approximately 6 or more.
43	Question:
	What would be the criteria of approval to consider successful delivery of the system and its reports?
	Answer:
	This would be determined during the contract execution with the successful proposer.
44	Question:
	Can the development / Part of development happen outside US (e.g India)?
	Answer:
	It is important that we have excellent project management from the proposer, including an effective communications plan that runs through all phases of implementation. If the project can be delivered on-time and on-budget; if the proposer's project manager communicates frequently and effectively; and if the delivered system and ongoing support are meeting GoTriangle's needs, then the physical location of the developers is not important to us.

45	Question: Does GoTriangle have any reservations with cloud based BI solutions? *Answer:* *No, GoTriangle prefers a BI cloud-based solution.*
46	Question: How many departments are there in GoTriangle? *Answer:* *GoTriangle has nine departments.*
47	Question: Can GoTriangle provide more detail regarding the total amount of data in terms of GB that GoTriangle is seeking to consolidate and use for decision-making? *Answer:* *No. While we are almost certain that the total size of the databases would be less than one terabyte per fiscal year, we do not have direct access to the databases for many of these sources.*
48	Question: Can GoTriangle provide details of the Databases and technology used? *Answer:* See Question 4
49	Question: Can GoTriangle define all of your "external data sources" if any? *Answer:* Please refer to the RFP. GoTriangle is expecting the solution to be scalable.
50	Question: Can GoTriangle provide some examples of the most important business questions that GoTriangle is trying to answer, or the KPIs you are trying to measure? *Answer:* *These KPI's are listed in attachment L (pages 67-70) of the RFP.*
51	Question: What is the expected refresh frequency of the reports (near real time, hourly, daily etc.)? *Answer:* *Daily refresh is acceptable.*
52	Question: Does GoTriangle currently perform any type of geospatial analysis and/or does GoTriangle want to in the future? *Answer:* *Yes, but this functionality does not necessarily need to be included in the BI system.*

53	Question: Would it be able to define approximate number of reports needed? *Answer:* *In the initial phase of the project, we need the reports included in Attachment A of Addendum 1, the report in Exhibit B of the RFP, and five additional reports of similar complexity. In the future we cannot predict the number of reports needed.*
54	Question: What type of users/personas will make use of the proposed solution? *Answer:* *Users of the system will all be agency staff, with a variety of roles and positions.*
55	Question: How many users would be using the system? *Answer:* *There will be less than one hundred users viewing reports.*
56	Question: Is GoTriangle Open for customized solution or strictly requires a COTS (product)? *Answer:* We are relying on the expertise of the consultant to provide a solution.

57	Question:
	What size are the source systems?
	   • Number of tables?
	   • Approximate size of the database on disk?
	   • What are the largest tables in each system?
	Answer:
	While we are almost certain that the total size of the databases would be less than one terabyte per fiscal year, we do not have direct access to the databases for many of these sources.

58	Question: Does GoTriangle have Microsoft Office 365/ SharePoint licenses? *Answer:* *Yes, GoTriangle has (50) licenses.*
59	Question: Does GoTriangle have PowerBI licenses? *Answer:* *Yes, GoTriangle has (20) licenses.*

60	Question: Does GoTriangle use Microsoft Project? *Answer:* *Yes, there are only a few people in the organization that use it.*
61	Question: Does Go Triangle own any of its own Business Intelligence, Data Integration or Database software or does it rely on reporting directly from systems noted in Attachment L? If yes, please list. *Answer:* *We do not have any of our own BI or data integration software; we rely on reporting directly from these systems.*
62	Question: Approximately, within Go Triangle's IT staff how many people can play the role of: • Data Architect/Modeler • ETL Architect/Developer • Report Writer Do these roles ABOVE also exist in the Business? *Answer:* *No, there is no one in the IT staff and nor do the roles above exist in the organization.*
63	Question: From the Bidders Conference held previously, did Go Triangle have any additional information or see the need for any changes to RFP based on types of questions and known answers? If yes, please share. *Answer:* *Please refer to the Addendums and the Schedule of Events.*
64	Question: Is there any form of Data Governance and or ability to manage Master Data between systems to be integrated? *Answer:* *We do not know what this means.*
65	Question: What does Go Triangle see as the biggest hurdle in making the vision captured in this RFP a success? *Answer:* *We do not know exactly the best way to achieve what we want. So, we are looking for all of you experts in the field to propose to us solutions of different ways, share with us the different options available to us so we know the pros and cons and cost implications, and staff involvement as well.*

66	Question: What is the expected duration of the contract? *Answer:* *The contract will be for 3-years with (2) one-year options. Please refer to Attachment K in the RFP.*
67	Question: To help respondents prepare a detailed schedule, is GoTriangle able to share the expected milestone dates of the contract? *Answer:* *See Question 35*
68	Question: At system go-live, which reports does GoTriangle expect to be operational/functional? *Answer:* *The reports included in Attachment A of Addendum 1, the report in RFP Exhibit B, and five additional reports of similar complexity.*
69	Question: Is GoTriangle able to indicate whether a bid of between $500,000 and $800,000 would be out of budget? *Answer:* *It is GoTriangle's policy not to share budget information for a project.*
70	Question: Does GoTriangle require predictive analytics expertise on the project? *Answer:* *See Question 2.*
71	Question: Does GoTriangle require project staff with transit data subject matter expertise to be part of the project team? *Answer:* This is preferred, but not a required.
72	Question: What is the upward limit of data GoTriangle expects the BI system to house in terabytes? *Answer:* *Currently we do not foresee generating more than one terabyte of data per fiscal year. We do not expect the system to discard data.*

73	Question: During the bidders' conference GoTriangle mentioned that you would like a beta system ready for release by April 2018 and a production system ready by July 2018. Are you willing to adjust those deadlines given the anticipated size and complexity of this project? *Answer:* *Yes. Please present a timeline you believe is reasonable in your proposal. We are willing to wait longer to have the system deployed if it will be high quality.*

74	Question:
	During the bidders' conference, it was noted that addenda would be released to clarify the following items. When does GoTriangle expect to release the following addenda?
	    • Specification of reports
	    • Specification of data sources
	    • Schedule plan
	Answer:
	All of the information we currently have available on these subjects is included in this addendum.

75	Question: Given that bidders may not receive a response to questions until late October and that the contract addenda mentioned in the bidders' conference are still outstanding, is GoTriangle willing to extend the deadline for the response to the RFP to November 30? *Answer:* *Please refer to the Addendum No. 2.*
76	Question: Exhibit A – Is this a required Report? Exhibit B – Is this a required Report? *Answer:* *Exhibit A is not in scope to be directly generated at this stage, but it is an example of the sort of report we would like to be able to create in the future. Exhibit B is a required report, but we understand that most of the data will need to be entered manually rather than obtained from the built-in systems.*
77	Question: Does GoTriangle need to be able to produce separate reports for multiple NTD Report # and for subsets of data other than mode/service type? *Answer:* *Yes.*
78	Question: Page 4 references GoTriangle's ERP with a list of data items to extract. Are these items necessary given that they are not listed in Attachment L other than expenses and revenues? *Answer:* *See Question 1. These data sources are necessary and GoTriangle is expecting the solution to be scalable.*

79	Question: Does GoTriangle require API of Datasets for use with other applications? *Answer:* *Yes.*

80	Question:
	Attachment L – First 4 Pages – Data Sources for GoDurham and GoTriangle – complete list?
	Attachment L – Pages 5-7 – Summary of GoDurham and GoTraingle sources or applicable to other service?
	Attachment L – Required Report Listing – The first two – NTD and Opstats are Federal and State Reports, respectively:
	    • Is it possible to obtain copy of Opstats report for the past fiscal year?
	    • Are the remaining rows: (a) data items; or (b) a specific report for each item?
	    • If there is a specific report, is this a required custom report to match current format?
	Answer:
	Attachment L, pages 1-7, are three separate lists of data sources provided by different departments, which may have overlap.
	
	Attachment L's Required Report Listing is mainly a list of data items, besides the NTD and OpStats reports.

81	Question: Attachment L – Call Center Reports Needed. Are these specific reports or just the data fields to obtain from Zendesk? Does GoTriangle have an agreement and API with Zendesk to be able to pull this data? If there is a cost to obtain this data, should it be included in the price proposal? *Answer:* *Yes, GoTriangle has API access to retrieve data from Zendesk. However, it may be more efficient to perform ETL from Zendesk's database, which may require a special arrangement with Zendesk.*
82	Question: Is Zendesk one license for entire group or separate licenses? *Answer:* *GoTriangle has a single Zendesk site which is shared by staff at GoTriangle, GoDurham, GoRaleigh, and GoCary. Each backend user at the four agencies has an individual license.*
83	Question: Attachment L – Measure (programs GoTriangle MB, GoTriangleDR, etc) across the top. Is this a list of data items required for reporting service and the source of the data? *Answer:* *Yes.*

84	Question: Pricing – Web-based software as a service – should price include the transfer server to hold data that will be pulled into web application? Is this really necessary if data is pulled from individual agency's data source directly? *Answer:* We are relying on the expertise of the consultant to provide a solution.
85	Question: Will multiple agencies be reviewing data on one application, or does GoTriangle want a separate application for each agency with Oversight permissions and the ability to do peer reviews? *Answer:* *Staff at any agency may view data and reports for all agencies.*
86	Question: Are data sources on servers at separate agency locations? *Answer:* *Yes.*
87	Question: Regarding the proposal p.35 statement "By execution below by a duly authorized representative(s) of the proposer, the proposer hereby offers to furnish services and equipment as specified in its Proposal submitted to Go Triangle in response to Request for Proposal No.#15-052A in its entirety." Kindly clarify, What is proposal no.#15-052A? Why is it linked to our proposal? *Answer:* *Change Attachment-G Federal Certifications, third paragraph from 15-052A to 17-071.*

End of Addendum

DATE	EVENTS FOR BUSINESS INTELLIGENCE SYSTEM
September 29, 2017	RFP distributed and posted to GoTriangle website
October 12, 2017 **10:30 AM EDT**	**Non-Mandatory Pre-Proposal Meeting held at 4600 Emperor Blvd Suite 100 Durham, NC 27703** *Call-In Number is (919) 485-7531*
October 20, 2017 **3:00 PM EDT**	Inquiries Must be Received in Writing by (e-mail only) to David Moore at procurement@gotriangle.org
November 3, 2017 **3:00 PM EDT**	Responses to all questions received will be posted on the GoTriangle website. All firms that have previously registered and downloaded the RFP documents from the GoTriangle website will be notified of responses via e-mail.
December 1, 2017 **3:00 PM EDT**	**Request for Proposals (RFPs) due at the GoTriangle Administrative Offices**
Dec. 5, 2017 - Dec. 19, 2017	Evaluation of RFPs
December 22, 2017	Announce Shortlisted Firms
Jan. 8, 2018 Jan. 10, 2018 (tentative)	Selected Submitters (each prime and its subconsultants) make presentations to and are interviewed by the Review and Selection Committee.
January 12, 2018	Review and Selection Committee recommends award to the General Manager
Jan. 15, 2018- Jan. 18, 2018	Contract Negotiations Commences
January. 24, 2018 (tentative)	O&F Committee

January 24, 2018 (tentative)	GoTriangle Board of Trustees authorizes the General Manager to execute a contract with the recommended Submitter
February 1, 2018 (tentative)	Issue Notice to Proceed