



November 1, 2023

NOTICE TO OFFERORS

AFFILIATED AGENCIES

*Orange County
Transit District*

*Local Transportation
Authority*

*Service Authority for
Freeway Emergencies*

*Consolidated Transportation
Service Agency*

*Congestion Management
Agency*

*Service Authority for
Abandoned Vehicles*

SUBJECT: Request for Quotes (RFQ) 3-2916 "Photography Services"

Gentlemen/Ladies:

This letter shall serve as Addendum No. 1 to the above RFQ issued by the Orange County Transportation Authority (OCTA). Offerors are reminded that the quote submittal date is at or before **11:00 a.m., November 9, 2023**.

The following is a response to a written questions received on or before 2:00 p.m. on October 31, 2023, as stated in the RFQ package.

Question 1: Are the cost of the photo prints and other expenses to be included in this budget Shoot, edit, digital storage, and print for each event/shoot?

Response 1: Yes.

Question 2: Can you specify approximately how many after work and employee events we would be required to do each year.

Response 2: Two (2) yearly events are required: Employee of the Year and a yearly after work connection event. Two (2) other yearly events are optional: Veterans Appreciation Day and the Careers in Transportation Expo.

Offerors are reminded to acknowledge receipt of this Addendum No. 1 in their transmittal letters and Exhibit B, "Price Summary Sheet." All changes addressed in this Addendum No. 1 shall be incorporated into the final Agreement.

Questions regarding this Addendum No. 1 should be directed to the undersigned at gtorres@octa.net.

Sincerely,

Gina Torres

Contract Administrator

Contracts Administration and Materials Management