

**Regional Transit Authority**  
Administrative Review Form

Project Name: Website Services

Type of Solicitation: RFP 2023-025

DBE/SBE Participation Goal: 100% Number of Respondents: 4

Prime, Primary Contact and Phone Number	DBE and Non-DBE Subconsultants	DBE Commitment Percentage	Price (RFP and ITB ONLY)
Exemplifai	N/A	0%	\$129,600
MSF Global	N/A	0%	\$100,000
Orshay Marketing	N/A	0%	\$99,784.00
Station Four			\$222,500.00

\*Indicates certified DBE or SLDBE firm that will contribute to the project's participation goal

Prime Firm Name	Required Items								
	LA Uniform Public Work Bid	Non-Collusion	Debarment Prime	Debarment Lower	Restrictions on Lobbying	Buy America Compliance	Participant Info	Affidavit of Fee Disposition	Addenda
Exemplifai	N/A	Y	Y	Y	Y	N/A	Y	Y	Y
MSF Global	N/A	Y	Y	Y	Y	N/A	Y	Y	Y
Orshay Marketing	N/A	Y	Y	Y	Y	N/A	Y	Y	Y
Station Four	N/A	Y	Y	Y	Y	N/A	Y	Y	Y

**Review and verification of the above required forms, the below listed vendor is hereby found responsive to this procurement.**

Vendor Name: MSF Global

Certified by: Name and Title      Briana Howze, Contract Administrator

## Procurement Personnel Only

Prime Firm Name	Bid Bond	Insurance	Responsiveness Determination	Responsible Determination					
			Certifications /Licenses	Facilities/ Personnel	SAM.Gov	Previous Experience	Years in Business	Financial Stability	LA License No. if required
Exemplifai			N/A		Y	Y			
MSF Global			N/A		Y	Y			
Orshay			N/A		Y	Y			

Marketing									
Station Four			N/A		Y	Y			

**Review and verification of the above “checked” forms, the below listed vendor is hereby found responsible for award of this procurement.**

Vendor Name: MSF Global.

Certified by: Name and Title      Briana Howze, Contract Administrator