



March 17, 2026

Addendum No. 1

RFP Number: 26-T020

Title: Subrogation Recovery Services

The purpose of this addendum is to answer questions submitted by proposers.
Answers are in red.

1. Could Trinity Metro provide the approximate number of claims referred for subrogation recovery annually over the past three to five years? **not that long, but I can say the average number of subro claims for 2025 and 2024 was around 60 per year**
2. Could Trinity Metro provide the typical range or average value of claims referred for recovery (e.g., property damage, vehicle damage, or loss-of-use related claims)? **same time frame, average for subro was \$15K per claim**
3. Does Trinity Metro currently utilize a claims management or incident tracking system for managing accident and damage claims, and if so, will the selected vendor be expected to access or integrate with that system? **We have an internal system. We will not have contractors accessing this system. All documents will be transfer into your internal system**
4. The RFP requests vendors to define settlement authority thresholds. Does Trinity Metro have preferred settlement authority limits for vendor-managed claims, or should vendors recommend appropriate thresholds in their response? **We would like your recommendations listed.**
5. The RFP notes that Trinity Metro reserves the right to make multiple awards. Could Trinity Metro please clarify whether it anticipates awarding the contract to a single provider or multiple providers for subrogation recovery services? **It is our goal to single-source this contract. We want a partnership. And it keeps the management clearer.**
6. Will the selected vendor be expected to pursue recovery efforts for previously closed or legacy claims, or will the scope primarily focus on claims referred after contract award? **We will open all opportunities for subrogation to our partner.**
7. The RFP notes that appendices do not count toward the 30-page limit. Could Trinity Metro confirm whether illustrative materials (e.g., sample reports, dashboards, or process diagrams) may be included in appendices to support the technical response? **Yes, you may include that information.**
8. The RFP references the Base Price Proposal form (F9) and also includes a Pricing / Cost Effectiveness section in the proposal response. Could Trinity Metro confirm whether vendors should include any discussion of pricing within the proposal, or if all pricing

information should be added in Form F9? **Yes, you can include it your price proposal F9 section, you can also go into details in your proposal.**

9. Could Trinity Metro confirm whether the required forms listed in Section 1 (F1–F10, Offer and Contract Signature Form, and Attachment A) should be submitted as individually completed forms or combined into a single attachment as part of the proposal submission? **You can submit them all together if you like. I can separate them internally.**

ALL TERMS OF THE REQUEST FOR PROPOSAL REMAIN THE SAME UNLESS CHANGED THROUGH A WRITTEN AMENDMENT TO THE REQUEST FOR PROPOSAL. NO ORAL CHANGES ARE BINDING. CHANGE REQUESTS MUST BE IN THE FORM OF A WRITTEN REQUEST TO BE ANSWERED IN A WRITTEN ADDENDUM.

RESPONDANTS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE FORM 1 IN THEIR PROPOSAL. FAILURE TO DO SO MAY INVALIDATE THE PROPOSAL.