Addendum No. 6 to
REQUEST FOR PROPOSAL

FOR

Transit Operations and Maintenance Services

Solano County Transit (SolTrans)
Vallejo, California

SOLICITATION NO. 2019-RFP-05

ADDENDUM ISSUED

December 18, 2019

TRANSIT OPERATIONS AND MAINTENANCE SERVICES

SOLICITATION NO. 2019-RFP-05

ADDENDUM NO. 6

ADDENDUM DATE: December 18, 2019

Notice to all potential PROPOSERS, the following Addendum No. 6 is being issued for the above referenced project. All clarifications, amendments, additions, revisions and/or modifications specified in this addendum are hereby made part of the RFP. Except as stated below, all other terms to the original RFP remain unchanged.

This Addendum provides clarification on previous questions and answers included in Addendum No. 4 and adds Attachments 16-23, and changes to the RFP.

Scope of Changes:

1. Sections 2.2, and 4.2 of Appendix D. Sample Contract have been revised to clarify the method of payment for Fleet Maintenance.

2. Section 6.2 of Appendix D. Sample Contract has been revised to clarify requirements regarding insurance deductibles.

3. Errors identified in Attachment 1-B SolTrans Pricing Form have been corrected.

Questions and Answers:

The responses to proposer inquires, and any other information provided, unless incorporated into a formal addenda to the RFP, are not a part of the contract, and are provided for proposer convenience only. In some instances, the question and answer may represent a summary of the matters discussed rather than a word-for-word recitation. Proposers are cautioned that subsequent responses or contract addenda may affect or vary a response previously given.

QA	Follow-up Questions	SolTrans Response
14	*"Q14 Utilities* • *Attachment 7 only provides information on Electric and Natural Gas. Please also provide the costs for Water & Sewer as well as Bus Wash system costs."*	See Attachment 16 – SolTrans O&M Water & Wastewater Costs
18	*"Response #18: Without providing slack data to all bidders, assumptions by bidders for this area of pricing will be wide and different. The reports provided show aggregate slack time, rather than slack time by route so this is not a way bidders can estimate this risk."*	SolTrans will expect the successful Proposer to return paratransit vehicles to the yard for any slack periods exceeding 60 minutes, unless otherwise approved in advance by SolTrans.
24	*"Response #24: Bidders use fleet replacement schedules to specifically cost vehicle maintenance based on the month and year of the expected replacement. Without having this information, bidders will have to guess when these replacements will take place in the years you provided. This will cause discrepancies in maintenance cost submitted to SolTrans."*	See Attachment 17 – SolTrans Vehicle Replacement Roadmap
25	*"Response #25: This appears to be fixed route information only. Bidders really need to know the number of paratransit hours to bid on, as there appears to be a discrepancy in paratransit hours in RFP, page 10 and page 68 list different hours."*	See Attachment 18 SolTrans Paratransit VRH. SolTrans recognizes Proposers' need for projected paratransit revenue hours in order to develop the most accurate possible cost proposals. However, given federal requirements that ADA paratransit service be delivered without capacity constraints, and the inherent unpredictability of customer demand, actual paratransit vehicle revenue hours are very difficult to forecast with any meaningful degree of precision. SolTrans' working assumption as of the date of this Addendum is that we will provide approximately 13,000 paratransit vehicle revenue hours in the current fiscal year (FY19-20). Proposers should note that this projection is provided as a courtesy only and is not intended to imply a guaranteed minimum or maximum. Proposers should use their best judgement to estimate paratransit VRH for purposes of the cost proposal and the completion of the pricing form in Attachment 1-B.

QA	Follow-up Questions	SolTrans Response
32	*"Q32 Seniority dates* • *The chart provided with average wage rates is helpful, however there are many benefits that are based on seniority and without the actual hire dates of the employees our estimates will be very rough and potentially cause a pricing issue in the contract. It would be very helpful for the bidders to have the list of all hire dates and their associated positions and pay rate. Names are not needed and should not be provided at this time as you noted; so the list could just have driver 1, driver 2, etc."*	See Attachment 19 – Represented Employees Seniority List
34	*"Response #34: Without providing a seniority list for bargained employees, bidders cannot accurately account for assumption of the current workforce and qualify for the 10% point preference for CA Labor Code 1072. Seniority lists are provided as standard by incumbent contractors in California procurements as part of this labor code requirement."*	See Attachment 19 – Represented Employees Seniority List
61, 75	*"Response #61, #75: The only information provided in the RFP regarding Facility Maintenance Scope of Work is in Section A.7. Based on this and without a cap, it will be very difficult for bidders to estimate what these expenses will be. Bidders are likely to overestimate due to lack of information."*	The facility use agreement will be negotiated once the successful proposer is identified. In general terms, SolTrans will not charge the Contractor rent for use of the facilities. Use agreement will outline standards for the daily upkeep and routine maintenance of the facility. SolTrans will retain responsibility for major repairs and capital improvements.

QA	Follow-up Questions	SolTrans Response
63	At the bottom of Appendix B it mentions that SolTrans is looking for a cost per mile for vehicle maintenance, however, there is no mention of this under 2.2 (Pg 6 of 35) of the Draft Contract that lays out the billing methodology. Further, section 4.2 of the same draft agreement has 8 different functions that it is indicating must be presented for billing. Please confirm exactly how bidders will be paid for services completed and how those should be presented to SolTrans in the proposal submission.	Vehicle Maintenance will be classified as a variable cost item, See Attachment 1-B. SolTrans has revised the sample contract to include language in Section 2.2 that addresses the vehicle maintenance costs. Please see Attachment [XX] Revised Sample Contract.
66	Will SolTrans please provide the current insurance deductible requirements?	Requirements regarding insurance deductibles have been revised in the sample contract. See Attachment [XX] Revised Sample Contract.
71, 72	*"Q71 and Q72 maintenance of CNG station and Generator* • *Please clarify Contractors responsibility. I thought it was noted during the pre-bid tour that Soltrans has a contract with a 3rd part for the systems ongoing maintenance and that the Contractor is only responsible for the basic, day to day use and basic maintenance upkeep of the CNG station and for the generator just making sure it is fueled up and ready for service."*	SolTrans contracts with a third party to respond to emergency outages, Repair/Replace any CNG equipment, conduct PMs on the equipment, monitor and check for fluid levels in the compressors and clear faults. The same third party also runs the generator for 15 minutes weekly. The contractor is responsible for keeping the area clean, checking the fuel level of the generators, ensuring the dispenser equipment is properly used and stored after use. The Contractor must also be able to perform simple operations such as resetting the system after a power outage or a small earthquake, turning the generator to emergency power during a power outage and reporting/calling the third-party maintenance technician in response to CNG equipment malfunctions.
86	Will SolTrans clarify if Garagekeepers insurance is required?	Garagekeepers insurance is not specifically required.
87	Will SolTrans please confirm that the Contractor is not required to provide Auto Physical Damage coverage?	Contractor will not be required to have Physical Damage coverage specifically, but will still be responsible for ensuring that all necessary vehicle repairs are completed in a timely manner, except as specified in section A.6.14 of Appendix A Scope of Work.

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107	Please provide the current call volume, broken down by weekday, Saturday and Sunday to include hourly levels if possible. Please provide a detailed phone report for each day of a typical week with no holidays broken down by hour of each day to assist with staff planning	See Attachment 20 – SolTrans Phone Report
120	Can SolTrans please provide a copy of the facility use agreement, referenced in this section?	See 61, above.
127	Please provide detail on the office/facility phone and internet lines/connections in each work area	See Attachment 21 – SolTrans-Provided Workstations. SolTrans provides approximately 15 furnished workstations, equipped with computers as listed in Attachment 21 and RingCentral/Polycom VOIP telephones, for the Contractor's use. SolTrans maintains the centralized RingCentral ACD system.
Att. 1-B	*"Attachment-1-B-SolTrans-Pricing-Form* • *The price forms have a blank space for the annual volume of Revenue Hours and Revenue Miles contractors are to bid on. In an effort to make sure all bidders use the same level of hours and miles in the price form would SolTrans consider updating the form to include the total hours on the Fixed Route Ops (Var) tab cell C39; the Paratransit Ops (Var) tab cell C39; the Fleet Maintenance (Var) tab cell C39; and the Other Costs (Var) tab cell C39"*	See Attachment 22 – SolTrans Projected VRH & VRM for FY2019-20. SolTrans' working assumption as of the date of this Addendum is that we will provide roughly 112,000 fixed route vehicle revenue hours and 1.6 million vehicle revenue miles in the current fiscal year (FY19-20). Proposers should note that this projection is provided as a courtesy only and is not intended to imply a guaranteed minimum or maximum. Proposers should use their best judgement to estimate VRH and VRM for purposes of the cost proposal and the completion of the pricing form in Attachment 1-B.

QA	Follow-up Questions	SolTrans Response
Att. 1-B	*"Attachment-1-B-SolTrans-Pricing-Form* • *Please clarify how the Paratransit Maintenance costs are to be captured? The Fleet Maintenance (Var) tab and the Other Costs (Var) tab specifically list only "Fixed-Route Vehicle Revenue Miles" but there is no place to account for all the miles for the paratransit vehicles."*	Fleet maintenance cost estimates should be all-inclusive. The total cost estimate will be divided by the estimated total fixed route VRM to determine the unit price, which will necessarily include some portion for paratransit. The number of miles invoiced will be the actual VRM from the local and commuter fixed route service modes, however the rate includes paratransit maintenance costs. Proposers should also note that Section A.6.14 of the Scope of Work applies to all vehicles provided by SolTrans, including paratransit vehicles.
Att. 1-B	[Attachment-1-B-SolTrans-Pricing-Form] • *"The Maintenance section on the Pricing Summary tab only picks up the Fixed Route hours in cell D8 and probably should also include the amount from the Paratransit tab."*	See above re: paratransit maintenance costs.
Att. 1-B	[Attachment-1-B-SolTrans-Pricing-Form] *"Fleet Maintenance Price Page: Does not account for the paratransit miles, only fixed route."*	See above re: paratransit maintenance costs.
Att. 1-B	*"Attachment-1-B-SolTrans-Pricing-Form* • *If SolTrans plans to have increased levels of hours and miles in the out years, please provide the volume that should be included those cells – C85, C131, C177, C223, C269, C315, C361, C407, C453"*	Proposers should use their best judgement to estimate VRH and VRM for purposes of the cost proposal and the completion of the pricing form in Attachment 1-B. SolTrans does expect to begin offering twice-hourly Red Line service, from Vallejo to Fairfield/Suisun, Monday through Friday, beginning in August 2020. The additional service is anticipated to add approximately 31 revenue hours and 300 revenue miles per weekday to the Red Line.
Att. 1-B	[Attachment-1-B-SolTrans-Pricing-Form] *"Pricing Summary Price Page: The fixed route miles are linked to the fixed route hours."*	Updated pricing workbook issued. See corrected Attachment 1-B SolTrans Pricing Form.

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Att. 1-B	[Attachment-1-B-SolTrans-Pricing-Form] *"Price Pages formula issue* *Cell C40 (and similar cells for each year in the spreadsheet) on the Paratransit Ops, Fleet Maintenance, and Other Costs tabs* ***multiply*** *the dollars times the revenue hours rather than* ***divide*** *by the hours. The cells in the Fixed Route Ops tab are correct."*	Updated pricing workbook issued. See corrected Attachment 1-B SolTrans Pricing Form.
Att. 1-B	*"In reviewing the RFP there was a second "optional" item however this is not listed as a Optional Tab in the price pages or in other detail in the RFP.* *And the listing for the Bus Stop detail appears to add the work desired at the Transit Centers."*	Scope of Work Section A.7 O&M FACILITY MAINTENANCE REQUIREMENTS pertains only to maintenance and janitorial requirements at the Operations and Maintenance Facility, located at 1850 Broadway Street, where the operations and maintenance functions are based. Section A.10 REQUIRED PROPOSAL FOR SOLTRANS OPTION contains requirements for maintenance, repair, and cleaning at SolTrans' bus stops and transit centers. Currently all maintenance and cleaning requirements as described in sections A.7 and A.10 are the responsibility of the incumbent contractor, however SolTrans is considering separating some or all of the functions listed in A.10 from the main Operations and Maintenance contract, beginning July 1, 2020, or at a later date during the upcoming contract term. Because the tasks described in A.10 may be included in the main contract or may be contracted separately, Proposers should construct their price proposals for all other functions (i.e. Scope of Work sections A.1 through A.9) independently of Section A.10. Proposers are required to submit proposals for ALL services included in the RFP.
	"Is the current one person handling the bus stops currently also cleaning the Transit Centers as part of that single FTE workload?"	Bus stop and transit center maintenance and janitorial requirements included in the RFP differ significantly from the current contract, and are not comparable.
Att. 1-B	*"Can you confirm that there is only one (1) Optional item to price? – Bus Stop Maintenance"*	Yes

QA	Follow-up Questions	SolTrans Response
Att. 2	*"The ATU union agreement* [provided in Attachment 2] *expired back in June of 2019. Are you able to provide the new, current union agreement so that we know what their pay and benefit levels are going forward?* *The Teamster agreement* [provided in Attachment 3] *is the current agreement effective April 2019."*	The updated collective bargaining agreement between the ATU and the incumbent Contractor has not yet been ratified. ATU Local 192 agreed in June 2019 to continue working under the terms of the 2014 agreement until negotiations are concluded. Unfortunately, SolTrans is unable to provide any additional information at this time about the status of negotiations or the expected terms of the updated CBA. If a new CBA is ratified prior to award of contract under this RFP, the new CBA will be provided as soon as possible to all bona fide proposers, and SolTrans will accept amended technical and pricing proposals updated in accordance with the provisions of the new ATU agreement.
Att. 12	*"Attachment 12 – Current Contract Invoices* • *What is the difference between DAR and Paratransit? The RFP does not appear to separate out services for Dial-A-Ride from Paratransit services. There are currently separate billing rates for DAR ($59.75) and Paratransit ($46.07)."*	Dial-a-Ride service was discontinued in September 2019, and is not included in this RFP.