

IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC)

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Date: April 22, 2019
To: Prospective Respondents
From: Kathi Williams, Procurement Coordinator
REF: Request for Proposal (RFP) for the Imperial County Transportation Commission (ICTC); Imperial Valley Transit (IVT) **ADDENDUM #4**

The following is provided as answers and clarifications to questions from or corrections to this RFP:

1. Would ICTC please extend the question submittal deadline to Friday, April 19 so that bidders can ask questions following the preproposal conference and visits to the service areas.

It is ICTC's practice to answer all questions submitted by the deadline in the RFP, before and up through the end of non-mandatory pre-bid meeting. This allows for the full development and research required, if any, for each response. ICTC will attempt to address any follow up questions as further addendums, as staff time and resources allow, however ICTC is under no obligation to do so. The ICTC offices will be closed on Friday April 19, 2019.

2. Would ICTC please confirm the submittal requirements? It is our understanding that "ICTC is interested in retaining the existing consolidated nature and operational efficiency currently in place for these four services, under one Provider" and that only one contract will be awarded based on the language included in the RFP. Given this, would ICTC accept one proposal that includes the responses for all four services? The way the RFPs are written now, we would interpret the current language in the RFPs to require 1 original and 4 copies of the technical and the same for the price proposal for each RFP, meaning a total of 40 proposals submitted.

ICTC currently has multiple contracts for transit services initiated at different points in time since 2011. These contracts are with one provider. As a result, ICTC has come to recognize value in the consolidation of management, dispatching, in house maintenance and operational efficiency by using one provider. ICTC's intention is to award four contracts as a result of this competitive bid. This is because the four contracts have different funding sources, performance statistics, operating areas and reporting requirements. In addition, we have been asked by the FTA to consider opportunities for smaller sized respondents who may only want to bid on one service contract. In this situation, we need a way to compare and score proposals effectively. The RFPs require 1 original and 4 copies of the technical and the price proposal for each RFP.

3. Appendix C - Are pricing sheets available in Microsoft Excel format?

Yes, the price sheets are posted on the ICTC website at

<http://www.imperialctc.org/doing-business-with-ictc/>

Responders to the RFP must use this pricing format, and may use these Excel spreadsheets. However, Responders must ensure that all mathematics and formulas are correct, and assume all responsibility for the accuracy of the spreadsheets in their submittals.

4. What type of radios make/model are in place today and does ICTC find these acceptable?

ICTC does not require any specific model or type of radio and leave the choice to the provider

5. Does evaluation of “total price” include option years?

Yes

6. What are the current rates paid the current contractor(s) for all components of pricing (fixed, variable) for each service?

The information that is available is listed in the appendix D to the RFP

7. Please provide all bidders with copies of the last three months of:

- a. Monthly invoices
- b. Monthly management reports
- c. Penalties assessed based on criteria outlined in A-3

However, there have been no penalties assessed within the last three years.

8. What on-board technology or software is provided by ICTC for each system, if any.

ICTC intends to implement a CAD/AVL system for the fixed route service in the next couple months. ICTC also provides Wifi routers, router software and firewall systems. ICTC also intends to acquire AVA systems for its fixed route buses.

9. Please clarify the following information for the provided fleet for each service type:

- a. Engine type and transmission type
- b. Current odometer reading
- c. Last date and odometer reading for any engine and transmission replacement/rebuild
- d. Year of planned vehicle replacement

See attachment for available data

10. IVT Ride: In regard to Heber service. The RFP Appendix A-3 states 52 Saturdays, but please confirm the start and end times please.

In the IVT RIDE Scope of Work for El Centro- Imperial- Heber (A-3) Saturday service is only provided in the cities of El Centro and Imperial. There is no Saturday service scheduled for the community of Heber.

11. Section VI., 3.b.ii. – 3 of the 4 RFPs state that bidders should name Road Supervisors in the proposal, this is not customary to these types of proposals. Would ICTC accept proposals without the Road Supervisor positions named in lieu of a clear indication of the number that will be hired?

Names are not required. ICTC will accept proposals with a clear indication of the number of Road Supervisors that will be hired per the service contract.

12. RFP Section 3. D. – Please confirm the 1% DBE is a goal not a requirement.

The FTA requires that a DBE goal be established for each federally funded transit service. ICTC requires that that a goal be met, or, a Good Faith Effort be accomplished and documented in writing annually by the provider.

13. Is the current provider meeting the DBE goals for this contract? Who are the current DBE vendors on the contract?

ICTC and the current provider are not meeting the current 1% DBE goal. The current DBE sub is a T Shirt supply company.

14. Please provide the collective bargaining agreements for all employees associated with these RFPs, as well as copies of any TA agreements, side letters, or other documentation that indicates the current agreement parameters with the incumbent contractor.

ICTC has an employee CBA. Providers will receive this information in response to an email request only. This information will not be posted on the website.

15. In order to ensure that none of the current employees go backwards in benefits should a transition occur, please provide information regarding the current rates/benefits for these employees. Please include specific information such as participation rates, rate sheets, employee and employer contribution amounts per employee and employee with dependents.

ICTC will provide an updated employee rate sheet in response to an email request only. This information will not be posted on the website.

16. How many phone lines exist for these services today (by service type)? Please indicate if all of these lines will be transferred to the new contractor from the incumbent and if it

already includes the 2-toll free and TDD lines required. Please provide the monthly phone cost estimates from the incumbent provider that the bidders should account for to take over these lines.

ICTC expects to retain phone lines in use that are advertised for each service type. This includes the toll free and hearing impaired services. Total phones lines in use and expense for phone services are not available to ICTC.

17. Please provide the monthly phone reports showing the required reporting statistics for each service type.

This information is not available to ICTC. ICTC will establish a reporting parameter so as to meet any federal State and local requirements effective with this new contract cycle.

18. Please identify (by each service) the number and type of non-revenue vehicles provided by the incumbent contractor. Does ICTC feel that this number is sufficient to meet service needs?

This information is not available to ICTC, provider is expected to recommend the required number of non-revenue vehicles to carry out day to day operations on its behalf.

19. Are there any remote parking/vehicle storage locations other than the facility noted in the RFP? If so, please provide the addresses and information about the entity that holds the lease or agreement for use.

There are no remote parking/vehicle storage other than the facilities noted in the RFP that ICTC is aware of.

20. Please indicate if bidders are permitted to satisfy the Fidelity Bond requirement with crime insurance.

Providers can review and make recommendations in the response to the RFP based on page15, Section VI. A. 3. f. Exceptions or Deviations:

“...State any exceptions to or deviations from the requirements of this RFP, segregating “technical” exceptions from “contractual agreement” exceptions. Each technical exception must reference the particular section and page in the RFP or Scope of Work that refers to the ICTC’s requirements for easy reference...”

In this manner, providers can list recommendations for consideration by ICTC, including consideration of any potential change to contract language or insurance requirements. ICTC will then confer with risk management, legal or other appropriate personnel. ICTC is not obligated to accept any recommendations, exceptions or deviations.

21. Please confirm that all liability insurance limits can be met by any combination of primary and excess insurance.

Please see response to item 20

22. In regard to section 24.2, please indicate if an umbrella/excess policy written as broad as the underlying policy would be acceptable.

Please see response to item 20

23. In regard to section 24.4, would ICTC amend the contract to the industry standard. Regarding the obligation requiring that evidence is required fifteen 15 calendar days prior to the expiration of an insurance renewal, to obtain the best possible policy conditions and pricing often renewals are not finalized 15 days prior to expiration. Please confirm that ICTC will modify language to read “No less than fourteen 14 calendar days after the expiration, cancellation or termination of any such policy, Provider shall supply ICTC with a new and replacement Certificate of Insurance.

Please see response to item 20

Thank you for your interest in the bid process. Should there be any questions, please email kathiwilliams@imperialctc.org.

ICTC VEHICLE INVENTORY WORKSHEET

April 2019

	Contract	Vehicle Number	Description	Engine Year	Engine Type	Transmission Type	March Odometer Reading	Planned Vehicle Replacement	Fuel Type
1	IVT	1100	2016 FORD E-450 SUPER DUTY STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	129,665	See TAMs Plan	Gasoline
2		1101	2016 FORD E-450 SUPER DUTY STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	93,328	See TAMs Plan	Gasoline
3		1102	2016 FORD E-450 SUPER DUTY STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	118,495	See TAMs Plan	Gasoline
4		1103	2016 FORD E-450 SUPER DUTY STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	120,674	See TAMs Plan	Gasoline
5		1104	2016 FORD E-450 SUPER DUTY STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	130,201	See TAMs Plan	Gasoline
6		1105	2016 FORD E-450 SUPER DUTY STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	67,089	See TAMs Plan	Gasoline
7		1201	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	202,891	See TAMs Plan	Diesel
8		1202	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	243,605	See TAMs Plan	Diesel
9		1203	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	336,585	See TAMs Plan	Diesel
10		1204	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	321,182	See TAMs Plan	Diesel
11		1205	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	272,954	See TAMs Plan	Diesel
12		1206	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	294,576	See TAMs Plan	Diesel
13		1207	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	274,444	See TAMs Plan	Diesel
14		1208	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	290,973	See TAMs Plan	Diesel
15		1209	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	309,099	See TAMs Plan	Diesel
16		1210	2012 GILLIG LOW FLOOR	2012	Cummings	Not Available	267,178	See TAMs Plan	Diesel
17		1211	2015 GILLIG LOW FLOOR	2015	Cummings	Not Available	224,766	See TAMs Plan	Diesel
18		1212	2015 GILLIG LOW FLOOR	2015	Cummings	Not Available	219,864	See TAMs Plan	Diesel
19		1213	2015 GILLIG LOW FLOOR	2015	Cummings	Not Available	212,078	See TAMs Plan	Diesel
20		1214	2015 GILLIG LOW FLOOR	2015	Cummings	Not Available	248,336	See TAMs Plan	Diesel
21		1215	2015 GILLIG LOW FLOOR	2015	Cummings	Not Available	207,020	See TAMs Plan	Diesel
22		1216	2015 GILLIG LOW FLOOR	2015	Cummings	Not Available	231,402	See TAMs Plan	Diesel

23	IVT RIDE	132	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	52,223	See TAMs Plan	Gasoline
24		133	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	56,811	See TAMs Plan	Gasoline
25		134	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	67,212	See TAMs Plan	Gasoline
26		135	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	65,546	See TAMs Plan	Gasoline
27		136	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	61,981	See TAMs Plan	Gasoline
28		137	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	59,266	See TAMs Plan	Gasoline
29		138	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	53,188	See TAMs Plan	Gasoline
30		139	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	60,693	See TAMs Plan	Gasoline
31		140	Ford E-450 LF Transport Champion	2015	E-450 Chassis 6.8L V10	Not Available	60,693	See TAMs Plan	Gasoline
32		141	Ford E-450 LF Transport Champion	2016	E-450 Chassis 6.8L V10	Not Available	47,186	See TAMs Plan	Gasoline
33		142	Ford E-450 LF Transport Champion	2016	E-450 Chassis 6.8L V10	Not Available	53,003	See TAMs Plan	Gasoline
34		143	Ford E-450 LF Transport Champion	2016	E-450 Chassis 6.8L V10	Not Available	27,853	See TAMs Plan	Gasoline
35		144	Ford E-450 LF Transport Champion	2016	E-450 Chassis 6.8L V10	Not Available	68,226	See TAMs Plan	Gasoline
36		145	Ford E-450 LF Transport Champion	2016	E-450 Chassis 6.8L V10	Not Available	56,668	See TAMs Plan	Gasoline
37		146	Dodge Braun Van	2017		Not Available	4,476	See TAMs Plan	Gasoline
38		147	Ford Transit	2018		Not Available		See TAMs Plan	Gasoline/ Hybrid
39		BLUE/GREEN/GOLD LINE	500	2017 E 450 STARCRAFT ALL STAR	2017	E-450 Chassis 6.8L V10	Not Available	40,261	See TAMs Plan
40	501		2017 E 450 STARCRAFT ALL STAR	2017	E-450 Chassis 6.8L V10	Not Available	37,961	See TAMs Plan	Gasoline
41	502		2017 E 450 STARCRAFT ALL STAR	2017	E-450 Chassis 6.8L V10	Not Available	48,207	See TAMs Plan	Gasoline
42	503		2017 E 450 STARCRAFT ALL STAR	2017	E-450 Chassis 6.8L V10	Not Available	42,593	See TAMs Plan	Gasoline
43	504		2017 E 450 STARCRAFT ALL STAR	2017	E-450 Chassis 6.8L V10	Not Available	48,949	See TAMs Plan	Gasoline

44	IVT Access	1300	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	77,552	See TAMs Plan	Gasoline
45		1301	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	99,000	See TAMs Plan	Gasoline
46		1302	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	97,922	See TAMs Plan	Gasoline
47		1303	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	97,199	See TAMs Plan	Gasoline
48		1304	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	62,145	See TAMs Plan	Gasoline
49		1305	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	102,757	See TAMs Plan	Gasoline
50		1306	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	100,573	See TAMs Plan	Gasoline
51		1307	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	71,799	See TAMs Plan	Gasoline
52		1308	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	85,231	See TAMs Plan	Gasoline
53		1309	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	87,725	See TAMs Plan	Gasoline
54		1310	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	69,780	See TAMs Plan	Gasoline
55		1311	Ford Transit	2018		Not Available		See TAMs Plan	Gasoline/ Hybrid
56	Med Trans	1400	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	141,090	See TAMs Plan	Gasoline
57		1401	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	102,174	See TAMs Plan	Gasoline
58		1402	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	95,547	See TAMs Plan	Gasoline
59		1403	2016 Ford E-450 STARCRAFT	2016	E-450 Chassis 6.8L V10	Not Available	34,219	See TAMs Plan	Gasoline
61	Ops Supervisors	S6	IVT	2017	3.7L V6	Not Available	14,959	See TAMs Plan	Gasoline
63		S5	IVT Access MV1	2017	3.7L V6	Not Available	6,796	See TAMs Plan	Gasoline
64		S3	IVT Ride MV1	2015	3.7L V6	Not Available	31,498	See TAMs Plan	Gasoline
65		S4	MedTrans MV1	2016	3.7L V6	Not Available	25,783	See TAMs Plan	Gasoline