

# IMPERIAL COUNTY TRANSPORTATION COMMISSION ( ICTC )

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**Date:** March 14, 2024  
**To:** Prospective Respondents  
**From:** David Aguirre, Executive Director  
**REF:** IVT MedTrans ADA Paratransit System, Paratransit Services Request for Proposals (RFP) **ADDENDUM #3**

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The following are clarifications to date based upon questions posed by potential respondents.

1. Proposals shall not exceed 100 pages in length. The 100 pages can be double sided.” – Please confirm that proposals may be 100 single sided pages, or 100 double sided pages (which would be 200 pages of text).
  - **Proposals may be 100 single sided pages, or 100 double sided pages.**
2. Please clarify the anticipated annual Revenue Hours for IVT fixed route. The RFP includes a total of 45,400 hours; however, the past 12 months only operated around 34,000 revenue hours
  - **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
3. Please clarify the anticipated annual Revenue Hours for IVT Blue Line/Green Line fixed route. The RFP includes a total of 6,300 hours; however, the service currently runs 12.63 rev hours per day for 252 days = 3,182
  - **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
4. Please clarify the anticipated annual Revenue Hours for IVT Gold Line fixed route. The RFP includes a total of 3,280 hours; however, the service currently runs 8.92 hours per day for 252 days = 2,248
  - **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**

5. Please clarify the anticipated annual Revenue Hours for IVT ACCESS. The RFP includes a total of 14,000 hours; however the service currently operates the following:  
 Mon through Fri approximately 43 service hours a day/seven buses  $252 \times 43 = 10,836$   
 Saturday approximately 8 service hours a day/one bus  $52 \times 8 = 416$   
 Sunday approximately 7 service hours a day/one bus  $52 \times 7 = 364$   
 TOTAL 11,616
- **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
6. Please clarify the anticipated annual Revenue Hours for IVT Ride - Brawley. The RFP includes a total of 4,000 hours; however the service currently operates the following:  
 BRAWLEY – 1 BUS M – F 7:00 AM – 18:00 (10 Revenue hours)  $252 \times 10 = 2,520$   
 BRAWLEY – SAT. 8:00 – 14:00 (5.5 Revenue hours)  $52 \times 5.5 = 286$   
 TOTAL 2,806
- **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
7. Please clarify the anticipated annual Revenue Hours for IVT Ride - Calexico. The RFP includes a total of 7,450 hours; however the service currently operates the following:  
 CALEXICO – 3 BUSES M-F  
 1.- 7:00 AM – 14:30 – (6.5 Revenue hours)  
 2.- 7:00 AM – 17:00 – (9 Revenue hours)  
 3.- 7:00 AM – 15:00 – (7 -Revenue hours)  $22.5 \times 252 = 5,670$   
 CALEXICO – SAT. & SUN.  
 7:00 – 17:00 (9 Revenue hours)  $52 \times 9 = 468$   
 7:00 – 17:00 (9 Revenue hours)  $52 \times 9 = 468$   
 TOTAL 6,606
- **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
8. Please clarify the anticipated annual Revenue Hours for IVT Ride – El Centro/Imperial/Heber. The RFP includes a total of 14,850 hours; however the service currently operates the following:  
 EL CENTRO – 3 BUSES M-F  
 1.- 6:30 AM – 15:30 (8.5 Revenue Hours)  
 2.- 7:00 AM – 16:00 (8 Revenue hours)  
 3.- 8:00 AM – 18:00 (9 Revenue hours)  $25.5 \times 252 = 6,426$   
 EL CENTRO SAT. 7:00 AM – 18:00 (10 Revenue hours)  $52 \times 10 = 520$   
 IMPERIAL – 1 BUS M,T,W&F.  
 1.- 6:45 – 17:15 (9.5 Revenue Hours)  $208 \times 9.5 = 1,976$   
 Imperial Sat.  
 6:45 – 17:15 (9.5 Revenue Hours)  $28 \times 9.5 = 266$   
 HEBER – 1BUS M-TH 7:00 AM – 15:00 (7 Revenue Hours)  $208 \times 7 = 1,456$   
 TOTAL 10,376

- **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
9. Please clarify the anticipated annual Revenue Hours for IVT Ride – West Shores. The RFP includes a total of 780 hours; however, the service currently operates the following:  
WEST SHORES – 1 BUS TUES. & TH. 7:00 AM – 16:30 (8.5 Revenue Hours) 102 x 8.5 = 867  
TOTAL 867
- **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
10. Please clarify the anticipated annual Revenue Hours for IVT MedTrans. The RFP includes a total of 3,400 hours; however currently the service is only operating 4 days per week span 6:00 AM to 9:00PM = approximate 9.5 service hours/day/one bus. Total Annual Weekdays 208 weekdays  
Estimated Annual Hours (208\*9=1,872) -- TOTAL 1,872
- **Revenue hours for the service have been adjusted as a result of the pandemic and demand. ICTC envisions working with the operator to operate the services at full capacity.**
11. Would ICTC consider electronic submissions? With 4 proposal sets, each of which requires 1 original and 4 copies of the proposal and 1 original and 4 copies of the pricing. This is 10 binders per RFP for a total of 40 binders when submitting for all 4 projects.
- **Please see Addendum 2 question #4.**
12. Written Policies & Procedures - Would ICTC consider allowing bidders to submit the required Policies and Procedures listed in Section 3 Work Plan on a USB thumb drive? When submitting for all four (4) RFPs, would ICTC accept a single package of the Policies & Procedures?
- **ICTC will allow bidders to submit the required Policies and Procedures via a USB. ICTC will still require bidders to submit Policies and Procedures for each RFP separately as each RFP is evaluated separately.**
13. Fleets - Please provide a list of any planned vehicle replacements that will occur during the term of the contract. Ideally identify which buses will be replaced, when it is planned and any changes to vehicle type or fuel.
- **ICTC is working with the current operator to retire a number of vehicles and integrate new vehicles to daily operations. For vehicle replacement plan, please look at Addendum #2 question #15. The upcoming vehicle replacement will be of the clean diesel or regular gasoline propulsion type. ICTC plans to start transitioning to Zero-Emission Vehicles in the next 5-6 years.**
14. Revenue Hour Definition (ACCESS) - Request the definition be modified to bill for "Actual time that each revenue service vehicle is in service and available to passengers" based on scheduled vehicle availability rather than First and Last Stops. ICTC wants the buses in service when often, especially weekends, only a couple passengers are carried during the day.
- **ICTC confirms that Vehicle revenue hours will be calculated based upon the actual time that each revenue services vehicle is in service and available to passengers. Vehicle**

**revenue hours shall specifically exclude deadhead hours, including time for travel to and from the first stop and after the last stop, storage facilities, fueling facilities, road tests, inspections training, personnel lunches and breaks. ICTC reserves the right to modify the number of buses available for service operations due to demand or lack thereof.**

15. Revenue Hour Definition (IVT Ride) - Request the definition be modified to bill for "Actual time that each revenue service vehicle is in service and available to passengers" based on scheduled vehicle availability rather than First and Last Stops. ICTC wants the buses in service when often, especially weekends, only a couple passengers are carried during the day.
  - **Please see the response to the previous question.**
16. Please provide the Pricing Sheets in an Excel workbook for each of the RFPs. If there is a change in the annual revenue hours by service, please provide an updated Pricing document.
  - **ICTC will post the pricing sheets on the project RFP website.**

Thank you for your interest in the bid process. Should there be any further questions, please email [davidaguirre@imperialctc.org](mailto:davidaguirre@imperialctc.org).