

**SOLICITATION AMENDMENT No.1**  
**RFP 14TRA042114**  
**City Transit Services**  
**Questions and Answers**

An **original** signed copy of this amendment shall be received by the City of Maricopa Purchasing Office with your offer or prior to the Solicitation due date and time. This Solicitation is amended as follows:

**1. Pre-Proposal Meeting Questions and Answers**

A pre-proposal meeting was held on Wednesday, June 11, 2014 at the Maricopa City Hall at 10:00 am and the questions listed below were posed during the meeting or received via email prior to the meeting.

Please be sure to include a signed original of this Amendment Form with your submittal, indicating you have received the Q & A. Failure to include a signed original Amendment Form will result in your firm being deemed as non-responsive.

**ALL OTHER PROVISIONS OF THE SOLICITATION SHALL REMAIN IN THEIR ENTIRETY.**

<p>Offeror hereby acknowledges receipt and understanding of the above amendment.</p> <hr/> <p>Signature _____ Date _____</p> <hr/> <p>Typed Name and Title _____</p> <hr/> <p>Company Name _____</p> <hr/> <p>Address _____</p> <hr/> <p>City _____ State _____ Zip _____</p>	<p>The above referenced Solicitation Amendment is hereby executed this seventeenth (17<sup>th</sup>) Day of June, 2014, at Maricopa, Arizona.</p>  <p><i>Patricia A. LaCombe</i></p> <hr/> <p>Patricia A. LaCombe, CPPB        Purchasing Manager        City of Maricopa, AZ</p>
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**Amendment No. 1**  
**RFP 14TRA042114 City Transit Service**  
**Pre-Proposal Meeting**  
**Questions and Answers**

1Q – Is the pre-proposal meeting mandatory?

1A – No.

2Q – What is the expansion?

2A – Deviated route on Tuesday and Thursday – this will fill a hole for service between 9 am and 3 pm on Tuesdays and Thursdays.

3Q – Is the total fleet only 2 buses?

3A – Currently the City owns 2 Arboc buses. We will be bringing on line 3 ADA vans which will assist in handling the expansion.

4Q – Will there be hours off for lunch for the driver for the expanded service?

4A – Yes.

5Q – On the format for the price sheet, the expansion is not listed. Where do we put the cost of this?

5A – Add to an existing category.

6Q – How can the contractor be able to react to increases/decreases to service?

6A – We do not anticipate reductions in service unless there is a loss of funding, as might have been the case when the federal government was shut down in the absence of a spending bill in the fall of 2013. However, in the event of a loss of funding and a subsequent reduction in service, the contractor will be notified in writing by the city once we have received confirmation that 5311 funding will not be received. Any proposed increases in service will be coordinated with the contractor to ensure that the vendor is equipped, able and willing to provide the increase in service. We do not anticipate large increases in service (other than the expansion proposed for January 2015) until we submit a new 5311 application for the requisite funding to support the increase. This would likely result in a new RFP due to the material change in scope of work.

7Q – When is the expanded services expected to start?

7A – For the purpose of this RFP, targeted start date is 1/1/2015. The exact start date will depend on the delivery time for the new mini vans.

8Q – Is the billing based on service hours, trips or days?

8A – Billing is to be based on service days as defined in the RFP.

9Q – How will the billing of service be identified for budgeting and billing cycles?

9A – For the Bus Service and Dispatch service please assume 252 operating days (RFP, page 41).

10Q – What type of communication methods will be used?

10A – GPS and cell phone.

11Q – Must the Project Manager be located here in Maricopa and dedicated only to this contract?

11A – No, the Project Manager can be located in the valley and he/she does not have to solely dedicated to this contract.

12Q – Does the dispatch service have to be solely dedicated to this contract?

12A – No.

13Q – What is the call volume from clients per week?

13A – There is about 30 – 35 trips per week.

14Q – Will the city provide the parking area and if so where?

14A – Yes, it will be located in the Public Works Yard, 45138 W. Garvey Avenue, Maricopa, AZ

15Q – For the cleaning of the interior and exterior of the vehicles, will the city be responsible for this service?

15A – No, the contractor will be responsible.

16Q – Is there a professional wash station for washing the vehicles and will be city provide the chemicals?

16A – There is a wash area located at the Public Works yard that can be utilized. The city will not provide the chemicals.

17Q – Are any ex-city employees working for the current contractor?

17A – No.

18Q – What kind of fare boxes are currently being used on the vehicles?

18A – Manual fare boxes with drop.

19Q – Is the contractor expected to count the fares?

19A – No, the driver is to deliver the fare boxes to the city staff at City Hall front counter.

20Q – Why is substance abuse broken out as a separate item in the RFP?

20A – This is a federally fund project and therefore, we have to follow the requirement of ADOT in the formatting of the RFP.

21Q – Will the parking facility change?

21A – Yes once the new Public Works yard is finished.

22Q – What is the address of the current Public Works yard?

22A – Maricopa Public Work, 45138 W. Garvey Avenue, Maricopa, AZ

23Q – How many drivers on current contract?

23A – We anticipate 1 permanent full time driver and 1 substitute driver

24Q – How many drivers will be needed under expansion?

24A – This would be the contractor’s decision, but we anticipate 1 full time driver, 2 part time drivers, and 3 substitute drivers.

25Q – How long has the incumbent contractor been doing the service?

25A – They have been under the current contract for 1 year plus the previous contract cycle of 2 years.

26Q – Why is the contract for only 1 year?

26A – The City has been in the process of finding the correct fit for the citizens, which requires a constant evolving of the services. A one (1) year contract provides the City with the flexibility to address these requirements.

27Q – What is the average length of a trip – miles and/or time?

27A – The average length of a trip is 6.89 miles (based on May 2014 data, 324 weekly miles/47 trips = 6.89

28Q – What’s driving the expansion?

28A – There has been requests to expand due to CAC (Central AZ College), the opening of Copper Sky Regional Complex, and the Pinal County Public Health facility.

29Q – Which vehicles would be on the road on a daily basis?

29A – It depends on how transit demand proves to be for the different routes. We anticipate using the minivans for daily demand response and using the Arboc buses for the regional routes and deviated fixed routes.

30Q – Could you give me any information on how many trips to expect to provide?

30A – Estimate 7k – 8k trips on an annual basis.