



Redwood Coast Transit Authority  
Maintenance and Operations RFP – Addendum #1  
October 11, 2021

Format

Questions received are repeated here and addressed individually. Please ensure that you are working with the latest version of the RFP, as minor changes have been occurring that could impact proposals, due to Caltrans concurrent review process. **The latest version is named FINAL and dated October 11, 2021.** Additional system information and this Addendum are posted on the RFP website [www.redwoodcoasttransit.org/procurement](http://www.redwoodcoasttransit.org/procurement)

**Changes to the RFP Since Original Version**

Changes to the RFP since it was released on September 28, 2021

1. 1.2.2 – RCTA clarifies that it does NOT grant any type of geographic preference to proposers.
2. 1.1.1 – RCTA clarifies that the term of the contract begins January 1, 2022.
3. Page 82 – Caltrans has required edits of the Drug and Alcohol Testing section to clarify that RCTA follows what was called Option 2 in the original RFP.
4. Pages 68, and 118-130. Caltrans has required modifications to the DBE sections, including the establishment of a 2% overall DBE goal for this procurement. Please see Page 68, then Pages 118-130 for the DBE requirements and forms.

**Vendor Questions**

1. While the COVID -19 pandemic has included a great number of challenges for all, it has also forced us to reevaluate our business practices. During the pandemic shutdown, fossil fuel use and pollution declined while air quality improved. While these changes are expected by experts to be temporary, we would like to use this as an opportunity to adopt more sustainable business practices to help these positive environmental trends continue into the future. As such, would the Agency consider permitting electronic proposal submission in place of a hard copy submission? This change reduces resource use (paper, printing materials), and reduces fossil fuel usage required to transport the physical package, allowing for a more environmentally friendly procurement process. Page 32: The RCTA facility is leased to the occupying Operations and Maintenance Contractor. Is there a cost to the contractor for leasing?

No, RCTA is not willing to accept electronic only proposal submissions.  
**However, RCTA has lowered the amount of hard copies from (1) Original and (6) copies to (1) Original and (2) copies, for three total hard**

copy proposals, in addition to the 1 unlocked PDF version (via email and/or flash drive). RCTA wishes to remind proposers to submit the cost proposal in a separate sealed envelope, separate from the main proposal.

2. Please clarify the requirement for Contractor to provide an on-board camera system that is compatible with the current RCTA Apollo system. Does RCTA want the contractor to provide and include in its pricing the cost to replace current cameras on the buses with newer full-functioning video cameras or should the Contractor provide a second set of cameras? Page 102: Will the current contractor-provided equipment and furnishings be made available to a new contractor, and if so, is there an associated cost?

RCTA wishes to correct this statement. RCTA provides Apollo video surveillance systems on all buses in the fleet. Contractor must maintain this equipment and ensure it is fully operational on every bus in revenue service at all times. RCTA has purchased a large quantity of spare Apollo video equipment that is provided to contractor to assist in maintaining this older video and audit surveillance system. Contractor is NOT required to provide video surveillance systems, but may choose to provide DriveCam or something similar to support training and safety.

3. On Page 1, the DBE section notes the need for a Good Faith Effort however lists No Goal. On page 67, Section 2.18 it lists a DBE Goal of 1%. Please clarify.

Caltrans has finished their regulatory review of this procurement, and determined that the DBE Goal for this Procurement is 2%. All proposers must comply with this goal and document compliance efforts using forms and instructions included in the RFP on pages 118-130. RCTA has updated Page 68, Section 2.18 with new Caltrans-required DBE Special Programs language.

4. P87 Sec 6.a lists General Liability of 'ten million dollars' however the numerical shows \$20M. On page 12 the Insurance section lists \$10M. Please confirm the General Liability amount is \$10M?

This was a typo. RCTA wishes to confirm and clarify that the General Liability amount is indeed \$10M per occurrence, not \$20M.

5. Should Contractors use the 'CTSA Special Services Rate' listed on Form 1.1 as the rate for any time Contractor staff performs any Travel Training or extra rides for Eligibility tests? These have unknown volumes.

The latest RFP addresses this issue on Page 111. Reimbursement - Currently, Incumbent CONTRACTOR bills RCTA a flat monthly rate for 1) clerical support for the ADA Eligibility Program; and 2) staff time implementing the Transit Travel Training program. It is expected that additional DAR trips generated as a product of the Eligibility Program be billed at the normal DAR revenue hour rate, as will be any driver hours expended in the Travel Training program. RCTA encourages CONTRACTOR to utilize trained and customer savvy drivers in the delivery of transit travel training, should the opportunity exist.

6. Will the Agency provide the Proposal Form 1.5, Disadvantage Business Enterprise (DBE) Good Faith Effort Form, that is required to be submitted? The RFP indicates 'Splice in from pdf'?

The latest RFP addresses this issue on Pages 118-130, which includes a new and expanded set of forms that must be completed by all proposers. Caltrans now requires a 2% DBE goal for this procurement. All proposers must either meet or exceed this goal, documented using forms on Pages 118-130, or document a Good Faith Effort on same forms showing DBE outreach efforts that demonstrate attempt to meet the goal.

7. At various times, state, federal, and local governments change laws, rules and regulations which require a company to increase the wages or benefits for the employees that will be employed under this contract. If such an event occurs during the term of the agreement, how will the agency respond for a request for increased compensation. For example, the recent Affordable Care Act legislation significantly affected the level and cost of medical coverage for employees. Since these events cannot be anticipated and the costs are so significant, we need to understand the risk associated with such laws, rules or regulations.

RCTA cannot add this language at this time.