



Capital Area Transportation Authority
4615 Tranter Street
Lansing, MI 48910

**AMENDMENT NO. 2 TO
MICROTRANSIT**

1. AMENDMENT NO: 2	2. SOLICITATION NO: RFP 2023-149	3. SOLICITATION NAME: MICROTRANSIT	4. AMENDMENT DATE: OCTOBER 27, 2023
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5. ISSUED BY
Capital Area Transportation Authority
Purchasing and Contracts Department
4615 Tranter Street
Lansing, MI 48910

6. DESCRIPTION OF AMENDMENT:
The following documentation has been attached to this Amendment:

1. CATA responses to vendor questions.
2. All other terms and conditions remain unchanged.

PLEASE NOTE: Contractor is required to sign this document and return it with the bid/proposal/quote.

NAME / TITLE OF OFFEROR (Type or Print)	COMPANY NAME
(Signature of person authorized to sign)	(Date Signed)



October 27, 2023

Capital Area Transportation Authority
Request for Proposal 2023-149, Microtransit
CATA Responses to Vendor Questions

VENDOR QUESTIONS AND CATA'S RESPONSES:

- 1. What is the total budget for this project, including any multi-year or annual breakdowns? Will any portion of the new service be FTA or MDOT funded?

Depending upon proposals, we hope to launch all of these services at once. Budget is estimated around \$5 million, with the hope to spend around \$1.5 million annually. Budget could grow with the addition of new grant sources. The service will be funded with a combination of FTA funds, MDOT funds, and operating funds.

- 2. What is the anticipated ridership for this service across each of the 3 new pilot zones? If this information is unavailable, could CATA please provide ridership information for its current fixed routes to inform respondents' understanding of demand?

Fixed route ridership for CATA's system is shown below (note that CATA's fiscal year runs from October to September and FY 2023 figures are not yet available):

Table with 2 columns: Fiscal Year and Ridership. Rows: FY 2019 (10,427,100), FY 2020 (6,932,673), FY 2021 (2,769,127), FY 2022 (5,009,919)

- 3. What is the average daily ridership in each of CATA's current Redi-Ride zones?

Mason Redi-Ride: 25
Meridian Redi-Ride: 55
Delhi Redi-Ride: 65

- 4. What is the efficiency (rides per hour) and the cost per ride for Redi-Ride in each zone?

Meridian: 3.27 rides per hour. Cost: \$2.50/\$1.25 reduced
Delhi: 4.96 rides per hour. Cost: \$1.25/\$.60 reduced

- 5. What is CATA's current route deviation service cost per rider?

This does not apply to CATA as we typically don't have route deviations.



6. Will CATA allow respondents to submit additional/supplemental pricing materials in addition to filling out the provided price proposal form?

No additional/supplemental pricing will be considered in the evaluation process. The price proposal form must be filled out as requested in the RFP.

7. Does CATA prefer a pricing model weighted towards upfront or recurring costs throughout the duration of the contract?

CATA would prefer a model weighted towards upfront costs.

8. What software, if any, is CATA currently using for scheduling and dispatch of the Redi-Ride service?

Trapeze/PASS

9. The RFP references integrations with CATA trip planning and fare payment systems. Can CATA provide details on which systems are currently in use?

CATA currently uses Trapeze software (web page and phone app) for trip planning for our ParaTransit service. For our fixed route service, the public may trip plan through our website, which gets its information from Trapeze, or they may use the Transit app, which gets its information from our public GTFS static and real-time feeds, which are generated by Transit Master (a Vontas product).

For fare payment, CATA currently uses Genfare fareboxes. The fareboxes accept cash and paper card. We are in final contract negotiations currently with Masabi for a contactless payment solution, which will accept open loop payment options, phone app and CATA branded contactless cards.

10. We appreciate the opportunity to iterate on zones and service areas proposed by CATA in the RFP. As a baseline, can CATA provide a GIS file of the three pilot zones that cover the approximately 13.81 square miles described in the "Pilot Zones" section?

We aren't able to provide a GIS file, but a Google Earth file is available below for viewing of potential zones:

https://earth.google.com/earth/d/1IGhIkqMiIDi_opJeNfwVLV2xXs6du_ZB?usp=sharing

11. On page 12, the RFP states, "Each proposed new zone would also include from the bidder an operating and capital budget (both revenues and expenses) for each zone." Would CATA expect a proposal for additional new zones and associated proposed budget within our response?

CATA does not expect a proposal for additional zones as part of the response to this RFP. Additional zones will be discussed with the selected vendor as this project begins and pending the success of the service.



- 12. Attachment D, Pricing Form, requests Turnkey Service Costs presented as Fixed Upfront Costs and Ongoing Operational (non-upfront) costs – but does not list an anticipated billing unit for either. Please clarify billing unit - how will the contractor be paid? Please confirm bidders are to submit a fixed monthly fee and an hourly variable rate.**

The pricing form is asking for what upfront costs are required to start a turnkey service and then what a monthly fee is estimated to be for performing the service. The monthly fee can be derived from the average service hours estimated for this possible service listed on the attached pricing chart.

- 13. Please clarify revenue hour definition for each service- is each contractor paid gate to gate for each service?**

The selected vendor will be compensated accordingly for each service that is provided.

- 14. Are bidders permitted to submit the proposal as a Dropbox link to the email address provided in RFP?**

No. Please refer to the RFP, Section I-J Proposals for directions on how to submit the proposal.

- 15. Can CATA clarify the weighting for the evaluation criteria?**

Please refer to the RFP, Section I-P Section Criteria.

- 16. Can CATA provide ridership data for the existing Redi-Ride service?**

For FY 2022-

Mason Redi-Ride: 5,569

Meridian Redi-Ride: 15,090

Delhi Redi-Ride: 15,257

- 17. Can CATA provide ridership data for the fixed-route service for the new zones proposed for the microtransit pilot?**

For FY 2022, routes that touched the current Redi-Ride areas had the following annual ridership for the entirety of the route:

Route 1: 791,475

Route 8: 235,966

Route 22: 55,811

Route 23: 57,768

Route 46: 1,863

Routes 1-16 (with the exception of 6) and 46 and 48 all go into the downtown area.

Route 14 services the airport. The ridership for the entirety of this route was 96,549 in FY 2022.

Route 12 touches the Delta Township area and had ridership of 67,513 in FY 2022 for the entirety of the route.

CATA doesn't have full year ridership for Route 3's extension yet.



18. Can CATA share any details about what system is used for fare collection currently for the Redi-Ride service?

Genfare Pacemaker mechanical fare boxes. Fares can be paid via cash or punch card.

19. For the payment system, does CATA have a preferred vendor or open to any suggestions?

For fare payment, CATA currently uses Genfare fareboxes. The fareboxes accept cash and paper card. We are in final contract negotiations currently with Masabi for a contactless payment solution, which will accept open loop payment options, phone app and CATA branded contactless cards.

20. Is CATA willing to purchase the hardware (MDTs) or will the vendor be required to provide? If required to be provided by vendor, can you confirm the total number of MDTs required for this project?

MDTs should be provided by the vendor as part of the bid process for the vendor supplied vehicles. The selected vendor should be able to determine the amount of vehicles they need in order to meet the service parameters requested in the RFP.

21. RFP states that CATA has a Disadvantaged Business Enterprise goal of 1.28%. Is the 1.28% DBE goal as part of this project a requirement tied to scoring?

No.

22. Can you please elaborate on the timeline for the requested integration with existing CATA trip planning applications, and if this is a requirement?

Upon starting the microtransit service, the integration with CATA trip planning applications should be already active. This integration is required for this RFP.

23. Can you please elaborate on the timeline for the requested integration with CATA fare payment method (passes) and future mobile payment technology (currently in production), and if this is a requirement?

Upon starting the microtransit service, the integration with CATA's fare payment methods should be already active. This integration is required for this RFP.

24. Can you please provide additional details around the request that the chosen solution have the ability to surge fleet if demand spikes with multiple ridesharing networks?

The goal of this program is to ensure that the service standards are able to meet the requirements outlined in this RFP. The chosen vendor may have multiple ways that they address this requirement when demand is spiking, such as adding vehicles to a particular zone to meet demand or utilizing a third-party contractor for these increased demand times, but the established wait time goals need to be met.



25. What future CATA systems and 3rd party software technologies are being considered for integration?

CATA currently use Trapeze software (web page and phone app) for trip planning for our ParaTransit service. For our fixed route service, the public may trip plan through our website, which gets its information from Trapeze, or they may use the Transit app, which gets its information from our public GTFS static and real-time feeds, which are generated by Transit Master (a Vontas product).

For fare payment, CATA currently uses Genfare fareboxes. The fareboxes accept cash and paper card. We are in final contract negotiations currently with Masabi for a contactless payment solution, which will accept open loop payment options, phone app and CATA branded contactless cards.

26. Will CATA allow bidders to submit additional questions following release of initial QA response to clarify answers provided?

No.

27. Page 5 of the RFP states “The price proposal must include the cost for services described herein. Proposed costs must be submitted on the enclosed Pricing Form.” Can we submit a supplemental pricing sheet breaking down line items?

CATA does not expect a proposal for additional zones as part of the response to this RFP. Additional zones will be discussed with the selected vendor as this project begins and pending the success of the service.

28. Page 5 of the RFP states: “The proposal must include the firm’s principle qualifications to communicate its ability to successfully complete the scope of work, include firm’s length of time in business and include firm’s certificate of insurance. The proposal must include the resumes of key individuals from the responding organization to be assigned to CATA. Are respondents required to provide Certificates of insurance in the proposal?”

Yes.

29. Page 7 of the RFP states “Each Contractor should make every effort to include Disadvantaged Business Enterprises (DBE) in this project. CATA has a Disadvantaged Business Enterprise goal of 1.28%.” Is there a DBE goal for this project?

CATA has a Disadvantaged Business Enterprise (DBE) goal of 1.28%.

30. Page 9 of the RFP states “CATA currently utilizes one third-party contractor under a multi-year agreement to operate a portion of its paratransit operations.” Which company is this?

CATA has a third-party contract with Transdev to operate a portion of its paratransit operations.



- 31. Page 9 of the RFP states “The Capital Area Transportation Authority (CATA) requests proposals from qualified service providers to design, operate, and iterate three microtransit service pilots across metropolitan Lansing, Michigan. The goal of these pilots is to provide better service for CATA customers and to understand how microtransit pilot services are included in CATA’s overall service plan. CATA has identified three pilot project zones: MSU/Airport Zone, Downtown Lansing Zone, and Delta Zone. The anticipated pilots are to begin April 2024. CATA has also identified three “Redi-Ride” zones to upgrade to microtransit through the addition of a software package.” Did CATA prepare these zones independently or did a consultant/planning company help prep these pilot zones? If so, which company?**

The existing Redi-Ride zones as well as the proposed pilot zones have been created independently here at CATA based on popular destinations and locations of future developments. While these zones are proposed, CATA is flexible and would welcome advice from the selected vendor to adjust, as necessary.

- 32. Page 12 of the RFP states “provide software for three existing zones operated by CATA?” - Does CATA intend for this new microtransit service to replace any of the advance reservation programs you currently have including Connector, Redi-ride, Spec-Tran, MSU Lot Link & Night Owl, etc.?**

The three existing Redi-Ride zones are intended to bring on the Microtransit software to improve service, but these services will still be operated by CATA staff or our current third-party contractor, Transdev, that operates that particular service. The new pilot zones as indicated in the RFP would be turnkey solutions in which the selected vendor would provide the software and operate the service.

- 33. Is CATA looking for software-only solutions or for vendors to run vehicles for the three pilot zones as well?**

CATA is looking for the three pilot zones (Delta, MSU/Airport, Downtown Lansing) to be operated by the selected vendor as a turnkey solution.

- 34. Page 13 of the RFP states the following requirement: “Ability to integrate with CATA systems and applications” Can CATA clarify what systems and applications the selected vendor would need to integrate with?**

CATA utilizes Trapeze and Vontas applications, including Driver Mate, Transit Master, and others.

- 35. Page 14 of the RFP states the following requirement: “Ability to accept a monthly audit of all fares collected and rides delivered during the program” can CATA clarify what is meant by this?**

A selected vendor would undergo monitoring similar to subrecipients where we would request information like individual timecards or monthly trips to ensure that the services being compensated for match the monthly data being reported.



- 36. Page 14 of the RFP requests the following from vendors “Standard operating procedures, safety, and evaluation plans; A service implementation plan; and Employee Code of Conduct” Are these to be provided in our response to this RFP, or once a vendor is selected?**

A template for these should be included in the RFP response to show the vendor has the ability to meet this requirement, but specific details can be worked out once a vendor is selected.

- 37. Page 15 of the RFP, under “iterations” lists several desired features. Can CATA clarify what third party integrations they are seeking and what is meant specifically by “ability to surge fleet”?**

The goal of this program is to ensure that the service standards are able to meet the requirements outlined in this RFP. The chosen vendor may have multiple ways that they address this requirement when demand is spiking, such as adding vehicles to a particular zone to meet demand or utilizing a third-party contractor for these increased demand times, but the established wait time goals need to be met.

- 38. Technological Innovation Consideration:**

- a) **To what extent is CATA open to partnering with providers offering advanced technological solutions, such as autonomous vehicle technology, to meet the microtransit goals outlined in the RFP?**

CATA is not looking for autonomous vehicle technology at this time.

- b) **How will proposals featuring cutting-edge innovations be evaluated against traditional offerings?**

Proposals will be evaluated based on how they adhere to the RFP.

- 39. Projected Demand Capacity: Given the RFP's objective of maintaining a wait time under 15 minutes, can you provide insights into the anticipated demand or ridership projections that informed this benchmark? This would aid in tailoring a solution that effectively balances vehicle availability and utilization.**

The desire to have wait time under 15 minutes would put the microtransit service into a similar frequency as many of our better performing fixed routes. The goal is to have microtransit operate at or better frequencies that our riders are already familiar with throughout our system.

- 40. Funding Model Clarification:**

- a) **How does CATA envision the funding model for this microtransit project?**

This service will be funded utilizing a combination of FTA funds, MDOT funds, and operating funds.

- b) **Are you primarily considering a per-trip subsidy structure, or are other financial frameworks like fixed-cost or performance-based incentives under consideration for this public-private partnership?**

Other financial frameworks can be considered, but all information needs to be made clear in the response.