

**ADDENDUM # 2 TO CATA RFP #2013-100
CAPITAL AREA TRANSPORTATION AUTHORITY
SUPPLEMENTAL TRANSPORTATION SERVICES**

Vendor Questions and Answers

Each question received from interested vendors in regard to the above Request for Proposal (RFP) is consecutively numbered 1-26 below and labeled "Q". Below each question is CATA's official corresponding answer labeled "A".

This Addendum is enclosed within this correspondence, and is also available on the CATA website at www.cata.org, located under the heading "Doing Business With CATA".

- 1. Q: Please confirm if there is a DBE percentage goal and if a good faith effort is required.**

A: Yes, there is a DBE percentage goal for CATA and a good faith effort is required. Also see Section 3-B Disadvantaged Business Enterprises of the RFP.

- 2. Q: Is there a union currently involved in the provision of service?**

A: CATA does not dictate to vendors the use of union or non-union personnel. The use of union or non-union personnel is not a factor in the selection of a contractor.

- 3. Q: Please provide a copy of the latest collective bargaining agreement.**

A: Please refer to answer to Question 2.

- 4. Q: Please provide current staffing for the service.**

A: Staffing needs to be determined by the contractor to complete duties as described in the RFP.

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- 5. Q: Please provide the daily weekday, Saturday and Sunday revenue and deadhead hours/miles that are being provided.**

A: See Chart:

<i>Vehicle revenue miles/weekday average 1,478 per day</i>
<i>Vehicle deadhead miles/weekday average 533 per day</i>
<i>Vehicle revenue miles/Saturday average 222 per day</i>
<i>Vehicle deadhead miles/Saturday average 24 per day</i>
<i>Vehicle revenue hours/weekday average 79 per day</i>
<i>Vehicle deadhead hours/weekday 16 per day</i>
<i>Vehicle revenue hours/Saturday average 17.5 per day</i>
<i>Vehicle deadhead hours/Saturday average 1.25 per day</i>

- 6. Q: Please provide a sample manifest for the different services.**

A: Please refer to Attachment A – “Sample” CATA Manifest.

- 7. Q: Please provide that latest statistical reports for the services.**

A: See Chart:

<i>Fiscal Year 2012 – October 1, 2011 through September 30, 2012</i>		
<i>Description</i>	<i>Weekday</i>	<i>Saturday</i>
<i>Passengers</i>	<i>87,159</i>	<i>2,698</i>
<i>Total Miles</i>	<i>514,990</i>	<i>13,018</i>
<i>Revenue Miles</i>	<i>378,587</i>	<i>11,733</i>
<i>Total Vehicle Hours</i>	<i>24,416</i>	<i>997</i>
<i>Revenue Vehicle Hours</i>	<i>20,232</i>	<i>931</i>

- 8. Q: Please provide peak vehicles by weekday and Saturday.**

A: Peak vehicles for weekday are fourteen (14). Peak vehicles for Saturday are two (2).

- 9. Q: It is our understanding that there are no bonds required for this service, is that correct?**

A: There are no bid bonds required.

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10. Q: Please provide the current rates paid to the existing contractor.

A: In the interest of promoting independent competitive proposal responses, CATA declines to provide current contract costs.

11. Q: Will we be able to use facility during transitions for interviewing and training?

A: The CATA facility will not be available during transition for interviewing and training.

12. Q: How many vehicles will be made available for training during the transition?

A: At least one vehicle will be available for training during the transition; more vehicles could be available depending on service needs on any specific day.

13. Q: Effective 2014, the Affordable Health Care Act will incur significant costs to contractors in the area of personnel benefits. Since it's signing into law in 2010, the Act has had little impact on bid pricing, and many contractors have chosen to disregard the cost implications of this Act in price proposals. While we consistently budget these costs in our operations, our company has been challenged in procurements when competing against those companies whose price has been artificially lowered by failure to comply with the provisions of this law. In an effort to ensure compliance with the Affordable Health Care Act, we respectfully request (CLIENT) takes one of the following actions:

- **Mandate that all bidders comply (in both technical and price proposals) with the provisions of this Act effective January 2013, and submit official certification of compliance; and/or**
- **Provide benchmark costs per employee for healthcare obtained through the Affordable Health Care Act; thus ensuring that all bidders are using the same per person costs when projecting participation levels and overall cost relative to benefits; or**
- **Provide adequate assurances that (CLIENT) will open contract negotiations at the time that this Act impacts employers (and not before); thus allowing bidders to submit price proposals based on the current costs of doing business, with this Act not yet set into law.**

A: The successful contractor must comply with all applicable laws and regulation, including the Affordable Care Act and related regulations. Contractors must be able to perform the work at the prices that they propose. CATA did not contemplate that the procurement under the RFP would be reopened, either for new contract negotiations or issuance of a new RFP in connection with various effective dates under the Affordable Care Act. Contractors should indicate in their proposals how they have addressed compliance with the Affordable Care Act. CATA will consider all responsive proposals from qualified proposers.

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14. Q: Please provide an estimated amount of annual hours that all bidders can use to ensure consistency in the pricing.

A: See Chart:

Fiscal Year 2012 - October 1, 2011 through September 30, 2012	
Description	Quantity
Total Weekday Vehicle Hours	24,416
Total Saturday Hours	997
Shopping Bus runs from 8:00a.m. to 4:00p.m. Monday through Friday	

15. Q: Please clarify if proposers will be required to provide financial statements certified by a third party certified public accounting firm?

A: Proposers are required to provide financial statements certified by a third party certified public accounting firm.

16. Q: Are the current drivers/employees part of a labor union? If yes, for which service, and please provide contact name and number for the union representative. Please also provide a current copy of the collective bargaining agreement.

A: CATA does not dictate to contractors union or non-union status. Union or non-union employees are neither a requirement nor a deterrent to selection.

17. Q: Please provide the current hourly rate being charged to CATA to perform the services in this RFP.

A: Please refer to answer to Question 10.

18. Q: Please confirm the volume of hours [trips] on which proposers should base their proposals. Please describe plans, if any for any changes to the volume of hours in the next 12 months.

A: There are no current plans to change the volume of hours in the next 12 months. Any component of these services may be altered, increased, or decreased based upon ridership, demand, and or funding. Then Contractor must have the capability to extend services to encompass additional weekday, weekend including Sundays, and holiday hours in the future.

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19. Q: Is there a specific price sheet and format that CATA can provide so that pricing can be evaluated consistently?

A: There is not a specific price sheet or format available.

20. Q: Do any of the CATA provided buses have remaining or extended warranty on any of the components?

A: Six (6) new buses have factory warranties. Up to four buses have replacement engines with warranties.

21. Q: What has been the annual fuel cost for this operation for the revenue vehicles?

A: The contractor fuels the vehicles and includes the fuel cost on a pass through basis on the monthly invoice.

22. Q: What type and number of support vehicles are currently being provided by the current contractor? Does CATA have any requirements or specifications regarding any specific age, model or fuel requirement or preferences for such vehicles in the new contract term?

A: All vehicles are provided by CATA.

23. Q: CATA talks about liquidated damages in the RFP; please provide details and amounts of all liquidated damages assessed to the current contractor in the last twelve months. Also, please indicate if the liquidated damages for this new RFP differ from the current contract.

A: There have not been any liquidated damages assessed to the current contractor in the past 12 months. The liquidated damages for this RFP are the same as the current contract.

24. Q: Should bidders include the salary of the RFP named project manager "Pete Brown" in its bid? If so please provide the current salary being paid for this position. Also, please confirm if the bidders should include any other fully dedicated on-site management in their proposals; if so please provide those positions.

A: The bidders do not need to include the salary of the project manager in its bid. The bidders do not need to include any other fully dedicated on-site management in their proposals.

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25. Q: Please indicate whether the end of the contract term will be 10/1/2016 or 9/30/2016. Would CATA consider a rate negotiation for service increase or decrease in excess of 10%?

A: The end of the contract term will be 10-1-2016. CATA will consider hourly rates as one component of its selection criteria.

26. Q: The RFP mentions that CATA uses AVL's and MDT's but then requires the contractor to print and distribute paper manifests. Are manifests necessary if AVL's and MDT's are utilized?

A: Paper manifests are used as backup in the event AVL does not work due to mechanical or technical reasons. The paper manifests are also used for manual data entry to keep accurate passenger counts for each type of service.

This Addendum including the associated Attachment A, is enclosed within this correspondence, and is also available on the CATA website at www.cata.org, located under the heading "Doing Business With CATA".

Encl: Attachment A – "Sample" CATA Manifest