RFP# 2023-15
MICRO TRANSIT PILOT PROGRAM

ADDENDUM # 3
Date of Addendum: January 11th, 2024

NOTICE TO ALL PROPOSERS
The Request For Proposals (RFP) is modified as set forth in this Addendum. The original RFP and any previously issued addenda remain in full force and effect, except as modified by this Addendum. Proposers shall consider this Addendum when preparing and submitting a proposal and shall acknowledge receipt of this Addendum in their proposal.

PROPOSALS SUBMITTAL DEADLINE
The proposal submittal deadline had been altered by Addendum #2. **Proposals are due January 19th, 2024 by 3:00 PM (EDT).**

ADDENDUM

REQUEST FOR CLARIFICATION/INFORMATION:

1. When does MTA hope to launch this pilot service?

   ANSWER: Late Spring / Early Summer 2024.

2. What is the current CAD/AVL and paratransit software used by MTA?

   ANSWER: YourRide (comp ADA and county wide dial-a-ride service) uses Trapeze. Rides2Wellness uses KVD Transtuitive.

3. Is this pilot going to be offered to the general public, or will it be eligibility-based?

   ANSWER: The general public.

4. Page 6 of the RFP (under 2.3 - Task 6) states "Ability to transport minors traveling with or without an adult as per MTA policies". Can MTA provide the policies that apply to transportation of minors?

ANSWER: Please see MTA's website for its transportation policies.

5. Page 8 of the RFP (under 2.3 - Task 12) states "Trips by origin/destination pair type ". Can MTA clarify what is meant by this requirement?

    ANSWER: The MTA desires to have reporting capability where we can pull trip data that has the origin and destination data for trip distances and lengths of time.

6. Page 8 of the RFP (under 2.3 - Task 12) requests that vendors provide data on "cost per trip". In order to calculate cost per trip metrics, will MTA provide the successful vendor with operating costs?

    ANSWER: Yes.

7. Page 5 of the RFP (Section 2.3, Task 1) requests that "At conclusion of pilot, provide forecast for all resources needed to cover entire Genesee County with Microtransit service". Can MTA please clarify what is expected of this study?

    ANSWER: The MTA would like assistance with modeling the supply side of scaling based on the number of trips per hour during the pilot. We would like to understand how many resources (drivers/vehicles) we would need as we grow the service.

8. Page 5 of the RFP (Section 2.3, Task 1) requests that "At conclusion of pilot, provide forecast for all resources needed to cover entire Genesee County with microtransit service". Would MTA prefer vendors to include Microtransit Service Planning Costs as optional in the proposal to highlight the cost to conduct a more thorough study at the conclusion of the pilot?

    ANSWER: Yes.

9. Is there a DBE goal for this project?

    ANSWER: MTA will abide by all FTA regulations regarding DBE goal setting standards in CFR Title 49.

10. What is MTA's expected ridership for this pilot?

    ANSWER: MTA cannot gauge ridership as this is the first program of its kind.

11. Does MTA exclusively use dedicated supply of vehicles (eg. in house or third party operator), or do you use non-dedicated supply (eg. TNCs, taxis) for overflow trips?

    ANSWER: The MTA operates in house exclusively.

12. Are MTA drivers unionized?

    ANSWER: Yes.

13. Can MTA provide attachment C "Certificate of Compliance" if it is to be signed and returned with proposals?

    ANSWER: Please see C of C attached at the bottom of this addenda. This is a requirement for the RFP and did not make it into the initial draft proposal.

14. Section 3.1 of the RFP states "Sealed proposals can be sent electronically through Bidnet Direct (https://www.bidnetdirect.com/mitn)... Submit one (1) original and one (1) additional copy of the proposal, and one Adobe PDF or Word electronic version of your proposal on CD, DVD or USB Flash Drive." To clarify, are proposers submitting electronically through Bidnet Direct also required to send hard copies?

    ANSWER: A proposer may use either BIDNET or MAIL to submit a proposal.

15. How many vehicles would MTA like the vendors to provide pricing for?

    ANSWER: 6-10 for the pilot.

16. Who is the MTA's current provider for paratransit and dial-a-ride software?

    ANSWER: YourRide (comp ADA and county wide dial-a-ride service) uses Trapeze. Rides2Wellness uses KVD Transtuitive.

17. What is the total budget for this project?

    ANSWER: MTA does not offer this information for any of its RFPs/IFBs.

18. Can the MTA please confirm that proposers may use verified e-signatures for the digital submission?

    ANSWER: Verified e-signatures can be used for digital submissions.

19. Would MTA consider at least two weeks extension to the proposal submission due date because of days lost in holidays in December?

    ANSWER: Please refer to addenda #2.

20. RFP states that the Certificate of Compliance with FTA Clauses is required only for the Prime Consultant; however, there is no form provided in the RFP to sign.

    ANSWER: Please see the bottom of this addenda for the Certificate of Compliance.

21. Attachment D – Submittal Checklist states: One (1) Original and One (1) Electronic Copy of the Proposal Package. This is an electronic submission through Bidnet Direct. Do we also need to ship a hard copy of the proposal?

    ANSWER: You may submit a proposal via BIDNET or MAIL. MTA prefers you use at least one of these methods to submit a proposal.

22. Is this a six-month pilot? For how long does MTA plan to extend the program, in the event they do decide to?

    ANSWER: The pilot should be for 1 year. The 6 month mark is a critical date for the MTA to understand how the service is operating and how best to proceed with this service.

23. Would the awarded vendor of this project potentially be able to continue to provide the service if successful, or would MTA go back out to bid for the long-term provider of the technology for this service?

    ANSWER: Growth of the Pilot into a full program is a possibility.

24. What kind of vehicles are going to be used for this service?

    ANSWER: The vehicles used will be a mix of cut-a-aways, Ford Transits, and passenger vehicles. Possible the use of a trolley as well.

25. Please clarify the number of vehicles vendors should price for proposal purposes. The RFP states 6-10, but Addendum #1 states 70-90 vehicles.

    ANSWER: 6-10 for the pilot.

26. What is the launch date of the project?

    ANSWER: We will work with the selected vendor to chose a realistic implementation date and schedule.

27. Can MTA identify/clarify the weighting for the evaluation criteria?

    ANSWER: Please see SECTION 5 of the RFP document.

28. Does MTA require any hardware (MDTs) for this project? If yes, can you confirm the total number of MDTs required for this project?

    ANSWER: The MTA will require MDTs if your solution requires it. We have/are using COTS tablets with other CAD/AVLs.

29. Are there any integrations required for this project? (e.g., Transit, Masabi, Token Transit, Unwire)?

    ANSWER: We understand that integrations take time. Integrations with our fixed route CAD/AVL (Moovit) and our fare payment system (Genfare) would be required at some point. We would accept a commitment to making those integrations as soon as possible once the vendor is selected.

30. What is the contract term? Are there option years?

    ANSWER: 1 year for the pilot.

31. Is the pricing evaluation based on a firm fixed price for the full contract term, including option years?

    ANSWER: Please see SECTION X of the RFP for further information regarding the evaluation process.

32. What is the pricing evaluation formula?

    ANSWER: Please see SECTION 5 of the RFP document.

33. Are vendors able to submit a supplemental pricing sheet (in addition to the required pricing form) to provide clarification on how we are pricing this project?

    ANSWER: Yes

34. As a SaaS company, we do not price individual features of the platform as is done in the current pricing form. We respectfully ask that the pricing form include two additional line items, 1) implementation cost 2) licensing fees.

    ANSWER: Please abide by the pricing form included in the RFP.

35. In the pricing form line items, should we be pricing a lump sum? What should the term of the lump sum be (e.g. 6 months, 12 months)?

    ANSWER: Please use a lump sum.

36. We recognize that based on the dates provided, this is likely a 6-month pilot. We have some concerns that such a short pilot would not accurately reflect the utilization of such a service as it takes time to promote and grow ridership. Is there any consideration in extending the period of the pilot service to 1 year to accurately assess the utilization of the service?

    ANSWER: The pilot will be for one year. The MTA is using the 6 month mark to assess how the service is going to decide on a path forward.

37. Are we correct in assuming pricing provided for this pilot will be used for ongoing operations in the event the service is extended beyond the pilot period?

    ANSWER: Pricing for the pilot will not be used for any other project.

38. Would MTA be open to extending the deadline for this RFP to January 26th given that many offices will be closed for the holidays?

    ANSWER: Please see addenda #2.

39. Can MTA define what is meant by 'study' within the context of this RFP? Is it for a feasibility study or is MTA looking to launch the service with the awarded vendor if the vendor meets all the tasks?

ANSWER: The MTA will be studying the implementation of a microtransit pilot program in regards to how MTA operations will change / or need to change with this type of service. The MTA will evaluate financial and non financial metrics as compared to its current dial-a-ride service.

40. Page #5 - Chapter « TASK 1 – General Requirements » -- It is stipulated here that the Vendor is required to "Offer multiple journey types that include a mix of microtransit, fixed routes services, shared mobility services, and walking". Could you please confirm if this general requirement is expected for the pilot phase or for future integration as expected for the integration with Genfare?

ANSWER: The multiple journey along with the integration to genfare is a longer term goal of this project. We understand those integrations may not be possible within the one year pilot, but will require those if/when the service is extended.

41. Page #5 - Chapter "TASK 3 - Passenger-facing Application" It is stipulated here that the vendor is required to provide "Real time AVL display of on-demand vehicle. (Integrate fixed route real time information as well)". - Could you please specify if the provision of the scheduled and real-time fixed route next bus passing times at dropoff location is the intent of this question for the pilot phase? -We understand from the pre-bid conference that the overall objective will be to have a solution providing an integrated solution presenting trip plans combining fixed route and microtransit, as well as potential additional modes. Could you please confirm that this integrated vision is not part of the 6-months pilot, but more the capabilities that the solution can provide in the project phase?

ANSWER: The pilot will be for one year. During that year the MTA would like passengers to be able to view the vehicle location or have the app display estimated time of arrival of the vehicle. The integrations are not required for the pilot project.

42. Page #5 - Chapter "TASK 3 - Passenger-facing Application" It is stipulated here that the vendor is required to provide "Real time AVL display of on-demand vehicle. (Integrate fixed route real time information as well)". - Could you please confirm that the vendor will have access to the MTA Fixed Route system the GTFS dataset and GTFS-RT feed for the pilot phase?

ANSWER: The vendor will have access to AVL GTFS-RT feed.

43. We couldn't find information about the system to be provided onboard the vehicle. Could you please provide the information regarding the number of tablets/data plan/mounting kits?

ANSWER: RTW side we use Kevadiya the YR Trapeze

44. MTA REF# 2023-15 – Microtransit Pilot CITYWAY REF A231204 – QUESTION LIST #1 – Expected to run the system: 6, 10 and number of spare parts accepted? It is not listed s as cost item in the Proposal Form.

ANSWER: No spare parts required. MTA already has tablets installed in its vehicles.

45. Does MTA have the capabilities internally to install the tables onboard or is this a service to be provided by the vendor?

   ANSWER: All MTA vehicles will have a tablets onboard prior to project kick-off.

   PROPOSAL SUBMITTORS MUST INDICATE ON THE EXTERIOR OF THEIR PROPOSAL "ADDENDUM #1 RECEIVED, ADDENDUM #2, ADDENDUM #3 RECEIVED"

END OF ADDENDUM #3

ATTACHMENT C

FEDERAL CERTIFICATIONS
Certificate of Compliance with FTA Clauses

The undersigned certifies that in all aspects of this procurement the vendor will abide b all the applicable third party contract clauses as specified in the Federal Transit Administrations' Third Party Contracting Guideline, Circular 4220.1F. The undersigned also acknowledges the receipt of a copy of these clauses from Mass Transportation Authority in the General Terms and Conditions.

The undersigned understands the noncompliance with these clauses with these clauses may subject the undersigned to civil penalties as outlined in the Department of Transportation's regulation on Program Fraud Civil Remedies, 49 CFR part 31. In addition, the undersigned understands that FTA may suspend or debar a Contractor or Manufacturer under the procedures in 49 CFR, part 29.

 By execution below by a duly authorized representative(s) of the Proposer, the Proposer hereby offers to furnish equipment and services as specified in its Proposal submitted to Mass Transportation Authority in response to Request for Proposal No. #2022-14 in its entirety.

I/We additionally certify that we are fully licensed, insured and have the proper equipment, systems and personnel to handle the project as specified in this procurement document.

Proposer: _____

Street address: _____

City, state, ZIP: _____

Name and title of Authorized Signer(s): _____

Name and title of Authorized Signer(s): _____

Phone: _____

_____
Authorized signature   Date

_____
Authorized signature   Date