

KANSAS CITY AREA TRANSPORTATION AUTHORITY  
REQUEST FOR PROPOSALS (RFP) #F20-7046-30A  
OPERATIONS AND MANAGEMENT OF JOHNSON COUNTY TRANSIT SERVICES

ADDENDUM #1

Issue Date: October 13, 2020

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This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the bidding documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge receipt of this Addendum in their Proposal on the "Receipt of Addenda" form (herein attached) and shall include the form in Volume III, "Contractual."

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1. KCATA has determined that a copy of an executed Proposal Bond will be accepted with your proposal submittal (Volume III). This allows proposers to submit their documents electronically through a secure FTA site. The information for submitting these documents is:

Site URL	<a href="https://kcata.sharepoint.com/sites/FTP/pro/jcts/SitePages/Home.aspx">https://kcata.sharepoint.com/sites/FTP/pro/jcts/SitePages/Home.aspx</a>
Bidder email	<a href="mailto:Bid_F20-7046-30A@kcata.org">Bid_F20-7046-30A@kcata.org</a>
Bidder Password	d7Es8hA-AE (delta - Seven - ECHO - sierra - Eight - hotel - ALPHA - Dash - ALPHA - ECHO)

***Proposers are to submit one (1) copy of each Volume (I, II and III) via this FTP site. The volumes should be separate from each other. Proposers are to mail the original Proposal Bond to Denise Adams, c/o KCATA's Procurement Department, to be received no later than five (5) days after the closing date.***

3. Section 2.2, "Service Packages," Pages 17-20: Due to a numbering error, there is no Section D. The document moves from 2.2.C to 2.2.E.
4. Section 3.1.C, page 49: The correct Proposal Submittal/ Proposal Closing Date is October 16, 2020.
5. There are two new contract clauses that are required by the Federal Transit Administration. These clauses will be incorporated into the contract (ref: Attachment B of RFP) that the successful proposer(s) will be executing with Johnson County.

**21. FEDERAL TAX LIABILITY AND RECENT FELONY CONVICTIONS**

1. Pursuant to 48 CFR Parts 1, 4, 9, 12 and 52 the Contractor affirmatively represents and certifies that it, nor any of its directors, officers, principals, or agents:
  - a. are delinquent in paying any federal tax liability;
  - b. have not been convicted of any felony criminal violation under any Federal law within the preceding 24 months; or
  - c. have not more than 90 days prior to certification been notified of any unpaid federal tax assessment

for which the liability remains unsatisfied.

2. The Contractor agrees to include these requirements (Section XX.1.) in all subcontracts at all tiers, regardless of value, and to obtain the same certification and disclosure from all subcontractors (at all tiers).

## **22. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SERVEILLANCE EQUIPMENT**

Contractor represents that it is and will be compliant at all times with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (August 13, 2018), and will not provide telecommunications and/or video surveillance services or equipment to the KCATA in the performance of any contract, subcontract or other contractual instrument resulting from a solicitation or RFP that have been manufactured by a supplier (including any subsidiary or affiliate of those entities) that is considered prohibited or not approved under this regulation. This statute is not limited to entities that use end-products produced by those companies; and also covers the use of any equipment, system, or services that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

6. Certifications from the Prime Contractor and all Subcontractors (at all tiers) are required for the new FTA Clauses. These certification forms are included with this Addendum and are to be submitted with Volume III of the proposal submittals.

### **PROPOSER QUESTIONS**

Due to the volume of questions asked by interested firms, KCATA will respond with a second addendum as soon as possible.

### **ATTACHMENTS**

- “Receipt of Addenda” Form that must be included with proposal (Volume III – Contractual)
- Attachments J-1 and J-2: “Certification Regarding Federal Tax Liability and Recent Felony Convictions” (To be completed by both Primary and Lower-Tier Participants and submitted with Volume III – Contractual)
- Attachments K-1 and K-2: “Certification of Primary Participant Regarding Prohibition of Certain Telecommunications and Video Surveillance Equipment” (To be completed by both Primary and Lower-Tier Participants and submitted with Volume III – Contractual)

**END OF ADDENDUM #1**

**ATTACHMENT J-1**

**KANSAS CITY AREA TRANSPORTATION AUTHORITY  
CERTIFICATION OF PRIMARY PARTICIPANT  
REGARDING FEDERAL TAX LIABILITY AND RECENT FELONY CONVICTIONS**

The Primary Participant (name of applicant for an FTA grant or cooperative agreement, or potential Contractor for a major third-party contract), \_\_\_\_\_ certifies to the best of its knowledge and belief, that it and its officers, directors, principals, and agents:

1. Do not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and if there is a federal tax liability that it is being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability;
2. Was not convicted of the felony criminal violation under any Federal law within the preceding 24 months; and
3. Have not more than 90 days prior to certification been notified of any unpaid federal tax assessment for which the liability remains unsatisfied.

If the primary participant (applicant for FTA grant, or cooperative agreement, or potential third-party Contractor) is unable to certify to any of the statements in this certification, the participant shall attach an explanation to this certification.

The Contractor agrees to include these requirements in all subcontracts at all tiers, regardless of value, and to obtain the same certification and disclosure from all subcontractors (at all tiers).

THE PRIMARY PARTICIPANT (APPLICANT FOR AN FTA GRANT OR COOPERATIVE AGREEMENT, OR POTENTIAL CONTRACTOR FOR A MAJOR THIRD-PARTY CONTRACT), \_\_\_\_\_ CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 48 CFR PARTS 1, 22 AND 52 ARE APPLICABLE THERETO.

\_\_\_\_\_  
Signature and Title of Authorized Official

\_\_\_\_\_  
Date

**ATTACHMENT J-2**

**KANSAS CITY AREA TRANSPORTATION AUTHORITY  
CERTIFICATION OF LOWER-TIER PARTICIPANT  
REGARDING FEDERAL TAX LIABILITY AND RECENT FELONY CONVICTIONS**

The Lower-Tier Participant (name of applicant for an FTA grant or cooperative agreement, or potential Subcontractor for a major third-party contract), \_\_\_\_\_ certifies to the best of its knowledge and belief, that it and its officers, directors, principals, and agents:

1. Do not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and if there is a federal tax liability that it is being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability;
2. Was not convicted of the felony criminal violation under any Federal law within the preceding twenty-four (24) months; and
3. Have not more than ninety (90) days prior to certification been notified of any unpaid federal tax assessment for which the liability remains unsatisfied.

If the Lower-Tier Participant (applicant for FTA grant, or cooperative agreement, or potential third-party Subcontractor) is unable to certify to any of the statements in this certification, the participant shall attach an explanation to this certification.

THE LOWER-TIER PARTICIPANT (APPLICANT FOR AN FTA GRANT OR COOPERATIVE AGREEMENT, OR POTENTIAL SUBCONTRACTOR FOR A MAJOR THIRD-PARTY CONTRACT), \_\_\_\_\_ CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 48 CFR PARTS 1, 22 AND 52 ARE APPLICABLE THERETO.

\_\_\_\_\_  
Signature and Title of Authorized Official

\_\_\_\_\_  
Date

**ATTACHMENT K-1**

**KANSAS CITY AREA TRANSPORTATION AUTHORITY  
CERTIFICATION OF PRIMARY PARTICIPANT  
REGARDING PROHIBITION OF CERTAIN TELECOMMUNICATIONS AND  
VIDEO SURVEILLANCE EQUIPMENT**

The Primary Participant (name of applicant for an FTA grant or cooperative agreement, or potential Contractor for a major third-party contract), \_\_\_\_\_ certifies to the best of its knowledge and belief, that it and its officers, directors, principals, and agents:

Pursuant to 48 CFR 52.204-24, the Offeror represents that—

1. It  WILL,  WILL NOT provide covered telecommunications equipment or services to the KCATA in the performance of any contract, subcontract or other contractual instrument resulting from this solicitation. The Offeror shall provide the additional disclosure information required at paragraph (e)(1) of this section if the Offeror responds “will” in paragraph (d)(1) of this section; and
2. After conducting a reasonable inquiry, for purposes of this representation, the Offeror represents that—  
  
It  DOES,  DOES NOT use covered telecommunications equipment or services, or use any equipment, system, or service that uses covered telecommunications equipment or services. The Offeror shall provide the additional disclosure information required at paragraph (e)(2) of this section if the Offeror responds “does” in paragraph (d)(2) of this section.

The Offeror agrees to include these requirements in all subcontracts at all tiers, regardless of value, and to obtain the same certification and disclosure from all subcontractors (at all tiers).

THE PRIMARY PARTICIPANT (APPLICANT FOR AN FTA GRANT OR COOPERATIVE AGREEMENT, OR POTENTIAL CONTRACTOR FOR A MAJOR THIRD-PARTY CONTRACT), \_\_\_\_\_ CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 48 CFR 52.204-24 ARE APPLICABLE THERETO.

\_\_\_\_\_  
Signature and Title of Authorized Official

\_\_\_\_\_  
Date

**ATTACHMENT K-2**

**KANSAS CITY AREA TRANSPORTATION AUTHORITY  
CERTIFICATION OF LOWER-TIER PARTICIPANT  
REGARDING PROHIBITION OF CERTAIN TELECOMMUNICATIONS AND  
VIDEO SURVEILLANCE EQUIPMENT**

The Lower-Tier Participant (name of applicant for an FTA grant or cooperative agreement, or potential Subcontractor for a major third-party contract), \_\_\_\_\_ certifies to the best of its knowledge and belief, that it and its officers, directors, principals, and agents:

Pursuant to 48 CFR 52.204-24, the Lower-Tier Participant represents that—

1. It  WILL,  WILL NOT provide covered telecommunications equipment or services to the KCATA in the performance of any contract, subcontract or other contractual instrument resulting from this solicitation. The Offeror shall provide the additional disclosure information required at paragraph (e)(1) of this section if the Offeror responds “will” in paragraph (d)(1) of this section; and

2. After conducting a reasonable inquiry, for purposes of this representation, the Offeror represents that—

It  DOES,  DOES NOT use covered telecommunications equipment or services, or use any equipment, system, or service that uses covered telecommunications equipment or services. The Offeror shall provide the additional disclosure information required at paragraph (e)(2) of this section if the Offeror responds “does” in paragraph (d)(2) of this section.

The Lower-Tier Participant agrees to include these requirements in all subcontracts at all tiers, regardless of value, and to obtain the same certification and disclosure from all subcontractors (at all tiers).

THE LOWER-TIER PARTICIPANT (APPLICANT FOR AN FTA GRANT OR COOPERATIVE AGREEMENT, OR POTENTIAL SUBCONTRACTOR FOR A MAJOR THIRD-PARTY CONTRACT), \_\_\_\_\_ CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 48 CFR 52.204-24 ARE APPLICABLE THERETO.

\_\_\_\_\_  
Signature and Title of Authorized Official

\_\_\_\_\_  
Date

KANSAS CITY AREA TRANSPORTATION AUTHORITY

REQUEST FOR PROPOSALS (RFP) #F20-7046-30A  
OPERATION AND MANAGEMENT SERVICES FOR JOHNSON COUNTY TRANSIT

**RECEIPT OF ADDENDA**

Proposers shall return this form when submitting their proposal as part of Volume III – Contractual. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the Bidder non-responsive. As additional addenda are issued by, please notate date received below.

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*We hereby acknowledge that the Addenda noted below have been received and all information has been incorporated into the Invitation for Bid as required.*

Addendum #1 dated \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum #2 dated \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum #3 dated \_\_\_\_\_ Date Received \_\_\_\_\_

Company Name \_\_\_\_\_ Date \_\_\_\_\_

Address/City/State/Zip \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

KANSAS CITY AREA TRANSPORTATION AUTHORITY  
REQUEST FOR PROPOSALS (RFP) #F20-7046-30A  
OPERATIONS AND MANAGEMENT OF JOHNSON COUNTY TRANSIT SERVICES

ADDENDUM #2

Issue Date: October 15, 2020

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This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the bidding documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge receipt of this Addendum in their Proposal on the "Receipt of Addenda" form that was provided in Addendum #1 and shall include the form in Volume III, "Contractual."

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**NOTICE TO EXTEND DUE DATE FOR PROPOSALS**

**KCATA is extending the closing date of the RFP to 10:00 a.m. CDT on Friday, October 23, 2020.** This will adjust the tentative interview/evaluation dates that are listed in the schedule (Section 1) and are yet to be determined.

**PROPOSER QUESTIONS**

Interested proposers were encouraged to submit questions regarding the RFP. KCATA's answers are included below and are considered part of the RFP.

**GENERAL:**

1. **QUESTION:** ATU local 1287 currently represents the drivers in an agreement that expires November 22, 2022. If a new contractor is selected will they be required to provide adequate wages that can attract and retain a workforce to alleviate driver shortages? As an example, the wage scale in effect in the current CBA year that begins 11/23/20, starts at \$20.03 and increases yearly to \$23.37 when drivers are with the company more than 4 years. 53 drivers of the current workforce of 74 are at the top rate of \$23.37. Effective November 2021, the starting wage increases to \$20.53 and top rate becomes \$23.96.

**ANSWER:** The CBA is between First Transit and the union. The County is not a party in this agreement.

2. **QUESTION:** The current labor agreement allows for drivers to elect medical insurance coverage with the company paying 75% of the premium for employees and their dependents. If a new contractor is selected, will they be required to provide similar benefits to existing employees?

**ANSWER:** The CBA is between First Transit and the union. The County is not a party in this agreement.

3. **QUESTION:** The current labor agreement pays drivers 8 holidays, 4 sick days and between 40 to 160 hours vacation annually. If a new contractor is selected, will they be required to provide similar benefits to existing employees?

**ANSWER:** If there is an agreement, these benefits would be between the Contractor and the employees and/or Union. Contractor must comply with state laws.

4. **QUESTION:** At various times, state, federal, and local governments change laws, rules and regulations which could require employers 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 KCATA respond for a request for increased compensation?

**ANSWER:** If changes in the local, state, or federal laws affect compensation paid, the County would review any requests received from the Contractor(s) to amend to the contract(s).

5. **QUESTION:** Does 5333(b) (formerly Section 13c) of Title 49, regarding Transit Labor apply to this contract? If yes, please provide all bidders a copy of the 5333(b) or 13(c) agreement.

**ANSWER: Does Tracey have information?**

6. **QUESTION:** Are any of the current employees part of a labor union? If they are, please indicate for which service, as well as copies of the current collective bargaining agreement, any TA agreements, side letters, or other documentation that indicates the current agreement parameters with the incumbent contractor.

**ANSWER:** There are employees that are members of a union. The agreement is between the Contractor and the Union.

7. **QUESTION:** Please provide contact information for any local union representative that currently represents any of the current employees.

**ANSWER:** This information should be available from the current contractor.

8. **QUESTION:** If there is a living wage ordinance in effect for the service area covered by the services outlined in the RFP, or one that is currently being considered by local legislation, please provide this information so all bidders can consider this when building their pricing.

**ANSWER:** There is no living wage ordinance in effect for Johnson County or Kansas. This is not applicable.

9. **QUESTION:** The proposed insurance requirements for; RideKC Freedom Johnson County, RideKC in Johnson County Microtransit and Supplemental Taxi Services are considerably higher than the current requirements of:

Auto Liability	\$2 million CSL
General Liability	\$1 million per occurrence, \$2 million aggregate

Will JCT/KCATA reduce the proposal requirements back to the current coverage limits?

**ANSWER:** No. The insurance requirements are determined by the County's Risk Management and are not negotiable.

**REFERENCE: SECTION 2, "SCOPE OF SERVICES"**

1. **QUESTION:** We read the RFP to understand that KCATA is issuing a separate RFP for scheduling services for the Freedom and Supplemental Taxi services (pg. 3). Is KCATA open to proposers responding to both the operations RFP and forthcoming scheduling services RFP?

**ANSWER:** Yes.

2. **QUESTION:** RideKC Freedom Johnson County (RKCF JoCo) still allows fares to be paid by check to the driver. Has there been discussion to change this? If the winning contractor offered an in-vehicle payment solution for credit/debit cards, proprietary reloadable cards, etc. in addition to pass or cash, would a change in this policy be considered?

**ANSWER:** Proposers should submit alternate proposals with their RFP responses for review by Johnson County and KCATA.

3. **QUESTION:** Concerning "RideKC Premium Riders," There is currently a waiting list. If the winning contractor was willing to assist with implementation, is there a reason not to get the waiting list approved and expand the program? The passenger pays a premium rate for the service, the trips are booked in advance, locked in for easy predictable routing; it seems this program is a win / win for everyone?

**ANSWER:** Proposers should submit alternate proposals with their RFP responses for review by Johnson County and KCATA.

4. **QUESTION:** Page 15 Defines Unit of Service goals, but these do not appear to be applicable to programs such as RKCF JoCo -- 2 to 2.5 pax per revenue hour seems high for Paratransit type operations.

**ANSWER:** This the goal for service performance.

5. **QUESTION:** In the scenario where there are exterior factors beyond the control of the contractor (such as traffic, weather delays, etc.) that cause a route to continue past scheduled hours, will the contractor be compensated for this time, or will the County only allow the contractor to bill for the scheduled hours?

**ANSWER:** Contractors are currently compensated for acts of force majeure.

6. **QUESTION:** Please provide the amount of liquidated damages (and what categories those damages were assessed to) for each month over the past year that were charged to the current contractor.

**ANSWER:** There were no liquidated damages (disincentives) assessed this past year.

7. **QUESTION:** Please provide current run cut for this service.

**ANSWER:** The information is included with this Addendum on a separate document (excel spreadsheet).

8. **QUESTION:** Please provide the number of vehicles used at peak time by day of week if possible.

**ANSWER:** Pre-Covid peak for fixed route, Freedom and SWIFT was 68 vehicles; current peak is 47 for the AM and PM. The supplemental taxi and microtransit services are not included in these calculations.

9. **QUESTION:** What is the current on time performance for each of the service types provided?

**ANSWER:** Current goal for fixed route OTP is 95%.

10. **QUESTION:** Is the agency open to integration of TNC or taxi providers for overflow or expansion of Microtransit service? If yes, would the agency be open to limiting driver requirements such as FTA drug and alcohol testing requirements, etc.?

**ANSWER:** Yes, to Question #1; No to Question #2. FTA transit operator requirements are in effect.

11. **QUESTION:** How KCATA is planning to comply with FTA drug and alcohol testing requirements for the supplemental taxi service. For example, does KCATA anticipate awarding contracts to multiple taxi operators and allowing for rider choice (in which case the FTA's taxicab exemption would apply)?

**ANSWER:** KCATA does not anticipate awarding the supplemental taxi services to multiple taxi operators. Therefore, the FTA requirements for Transit Operators (including Drug and Alcohol) apply. The responsibility for meeting these requirements is on the Contractor.

12. **QUESTION:** Can KCATA describe in further detail the goals and objectives of the Freedom Premium Reservation Service?

**ANSWER:** The Freedom Premium Services allows the participants to schedule standing monthly trips in advance. This ultimately makes overall scheduling more efficient.

13. **QUESTION:** Questions about microtransit performance standards:

- Will KCATA continue to use TransLoc software for microtransit services?

*Yes, for the near future. The county reserves the right to select a different vendor for cause or convenience.*

- What vehicles will KCATA use for the microtransit service?

*The microtransit fleet is made up of 7, 10 and 15 passenger Ford Transit Connect vehicles owned by Johnson County. It is supplemented by taxis for overflow capacity (taxis not owned by the county).*

- (e.2.) Will this be an on-demand service or pre-scheduled service?

*Both.*

- (e.3) What does a “will call” trip mean?

*A “will call” trip means that a pick-up is scheduled but the time of the return trip is unknown (i.e., after a doctor’s appointment).*

14. **QUESTION:** Are supplemental taxi trips scheduled 48 hours in advance, on-demand, or both? Are the trips booked and managed in the same software package as Freedom trips?

**ANSWER:** The supplemental trips are booked the prior day and scheduled by the same scheduling provider. The Freedom On-Demand service is separate and is app based.

15. **QUESTION:** In addition to this solicitation for Operation and Management Services for Johnson County Transit, we understand that KCATA intends to both solicit proposals for scheduling services for the Freedom and Supplemental Taxi services and recommend scheduling software for the Microtransit service. Is KCATA interested in receiving one proposal from a single, integrated software and operations provider which meets all requirements of both RFPs? By allowing a bid that combines technology and operations, the vendor can quote an operating cost that incorporates substantial efficiency gains from the vendor’s technology.

**ANSWER:** Firms may suggest alternate proposals in their RFP submissions for review by Johnson County and KCATA. Firms must be prepared to utilize the County’s selected software provider.

16. **QUESTION:** We read the RFP to understand that KCATA is issuing a separate RFP for scheduling services for the Freedom and Supplemental Taxi services (pg. 3). Is KCATA interested in proposals in which the Contractor provides its own scheduling software for the above services? Working with an integrated software and operations provider could streamline operations, centralize accountability with a single contractor, and provide KCATA additional visibility into the services delivered on its behalf.

**ANSWER:** Firms may suggest alternate proposals in their RFP submissions for review by Johnson County and KCATA.

17. **QUESTION:** We read the RFP to understand that the “the RideKC in Johnson County (commuter express and transportation for the general public), Freedom / Freedom On-Demand, Microtransit and SWIFT service may not be

provided by the same Contractor providing Scheduling service” (pg. 9). Can KCATA share their reasoning for this specification? Is KCATA open to allowing these to be provided by the same contractor if it can be demonstrated that such a proposal offers significant value and benefits to KCATA and its riders?

**ANSWER:** Firms may suggest alternate proposals in their RFP submissions for review by Johnson County and KCATA.

18. **QUESTION:** We read the RFP to understand that the Contractor “will utilize the scheduling software recommended by the County” for the RideKC in Johnson County Microtransit service (pg.35). Is KCATA open to proposals in which the operator of the RideKC in Johnson County Microtransit service would use their own proprietary microtransit software, if such software can be demonstrated to offer superior value to KCATA? Working with an integrated software and operations provider could streamline operations, centralize accountability with a single contractor, and provide KCATA additional visibility into the services delivered on its behalf.

**ANSWER:** Firms may suggest alternate proposals in their RFP submissions for review by Johnson County and KCATA. But firms must be prepared to accept the County’s selected software provider.

19. **QUESTIONS:**

- Can KCATA share any service data (trip volume, origins, and destinations, etc.), to provide proposers with a more detailed understanding of current demand for the microtransit service?

*The RFP provides the current map of service area, fleet size is provided in this addendum. Other data is provided in the table below.*

- So that it is clear to all bidders, please confirm the volume of hours/trips on which all bidders are expected to base their proposal. Are there any plans to change the volume of hours in the next 12 months? The next 24 months?

*Proposers should use the information provided in the RFP and in the table below to calculate their Cost Proposals. There are no current plans to change service levels in the next 12-24 months, but this is not guaranteed.*

- Please confirm the number of annual hours for each service type on which proposers should base their proposals. Hours provided in RFP do not align with the pre-Covid service operated.

*Proposers should base their proposals on the information that is provided in the RFP.*

- Please provide the average revenue miles / revenue hours for each day of the week by service type. (pre-Covid operations).

*See Answer below.*

- Please provide the average number of trips per day on the Microtransit service (pre-Covid operations).

*See Answer below.*

- Can KCATA share any service data (trip volume, origins, and destinations, etc.), to provide proposers with a more detailed understanding of demand for the RideKC in Johnson County- Freedom service?

*See Answer Below.*

- Can KCATA provide anticipated ridership for the Supplemental Taxi Services?

See Answer below.

**ANSWER:** KCATA has provided estimated numbers in the RFP, as well as area maps and fleet information. Proposers should use the information in the RFP and this additional data provided to prepare their proposals.

**Annual Totals for each service for 2019 (Jan-Dec) and 2020 (Jan-Sept)**

2019	Freedom	SWIFT	Supplemental Taxi	Microtransit
Trips	23,882	31,791	38,246	30,386
Revenue Miles	240,105	84,178	325,503	238,927
Revenue Hours	12,315	5,949	14,711	12,643
2020 *	Freedom	SWIFT	Supplemental Taxi	Microtransit
Trips	12,913	7,934	14,786	32,821
Revenue Miles	162,561	27,149	123,588	265,269
Revenue Hours	7,655	1,591	5,598	13,762

\* The 2020 numbers include both Pre-Covid and Covid activity.

20. **QUESTION:** We read the RFP to understand that KCATA “seeks an on-demand service program” for KCATA customers who are 65 years or older and/or have a disability (pg.41). Is KCATA interested in responses that propose the deployment of a single, dedicated fleet that provides the on-demand services contemplated by this RFP?

**ANSWER:** No.

21. **QUESTION:** We read the RFP to understand that KCATA “seeks an on-demand service program” for KCATA customers who are 65 years or older and/or have a disability (pg.41). Is KCATA interested in responses that propose expanding the RideKC in Johnson County Microtransit service to meet the identified needs of the supplemental taxi service?

**ANSWER:** No.

22. **QUESTION:** Can KCATA share its total and annual budget for all service packages requested under this procurement? Providing Offerors with a clear estimate of the budget will benefit the public by allowing for the most competitive procurement process, as Offerors will compete to provide the greatest value for KCATA’s money.

**ANSWER:** The 2020 annual is \$9.5 million for the combined services.

23. **QUESTION:** Please confirm the number of vehicles parked daily at KCATA headquarters. RFP data shows more shuttle hours than pre-Covid actuals.

**ANSWER:** There were eight (8) coaches stored at KCATA’s facility in Kansas City, Missouri.

24. **QUESTION:** For paratransit service, please clarify that when the first trip on a schedule is a late cancel, and when the driver has yet to leave the yard, that those hours cannot be billed.

**ANSWER:** The invoicing is based on revenue hours. If the operator has not left the lot, those hours should not be billed.

25. **QUESTION:** The RFP states that Freedom, in Johnson County operates approximately 138 hours per day. Does this amount include Freedom service provided by Supplemental taxi service? If so, please provide the average daily hours for each provider (taxi and contractor).

**ANSWER:** The 138 hours do not include service provided by the supplemental taxi operator.

26. **QUESTION:** If the Freedom hours are in fact 138 hours per day, will the contractor be provided additional vehicles to handle the 138 hours per day? The current daily service is operated with over half the hours being provided by supplemental taxi provider.

**ANSWER:** The County will evaluate the operation's needs and work with the contractor on specific needs

27. **QUESTION:** The RFP overstates the number of hours SWIFT service operates. Pre-Covid, SWIFT service was operating approximately 32 hours per day.

**ANSWER:** Firms should prepare their proposals based on the information provided in the RFP.

28. **QUESTION:** Currently the earliest fixed route start time is 4:00 a.m. and latest ending time is midnight. Please confirm the contractor is required to have a dispatcher on duty during this entire span of time.

**ANSWER:** Yes.

29. **QUESTION:** What is the current level of productivity for each of the service types provided?

**ANSWER:** Please see the standards stated in the RFP.

30. **QUESTION:** Will the County make any vehicles available to an incoming contractor to perform the necessary training during the transition period? If yes, how many, and what type?

**ANSWER:** A limited number of vehicles may be made available. This will be negotiated with the successful Proposer.

31. **QUESTION:** Is KCATA open to using non-employee drivers for all service packages requested where legal and appropriate? These drivers, for example, could be independent contractors that drive a designated fleet of branded vehicles, held exclusively for use on behalf of KCATA. Using contractor drivers allows for more flexibility in the scaling up and down of shift hours to match demand throughout the day. This operating efficiency generally reduces deadhead hours, reducing the costs for KCATA.

**ANSWER:** Independent Contractors are allowed to be used on the supplemental taxi and Microtransit services. Fixed route and SWIFT drivers are currently employees of the Contractor.

32. **QUESTION:** Is KCATA open to using non-employee drivers for the RideKC in Johnson County Microtransit service?

**ANSWER:** The drivers for Microtransit are First Transit employees.

33. **QUESTION:** Is KCATA open to using non-employee drivers for the Supplemental Taxi Services?

**ANSWER:** Yes.

34. **QUESTION:** What is the current turnover rate for drivers?

**ANSWER:** This information is available from the current contractors.

35. **QUESTION:** Criminal background checks—We are using the MO Highway Patrol to perform FBI background checks with a rap back system. Once the check is done, we are notified of any arrests or charges made from that point forward until we remove them from our account. Will this suffice for an “annual background check” as it is ongoing.

**ANSWER:** Background screenings must be comprehensive, and Contractor must be able to check information from the state of Kansas.

36. **QUESTION:** Please provide a listing of current positions provided by the current contractor, or an organizational chart outlining these positions. Please indicate the percentage that these current positions are dedicated to the current contract.

**ANSWER:** KCATA looks for each contractor to the proper positions and number of employees to successfully meet the diverse needs of the RFP.

37. **QUESTION:** What is the current starting wage for drivers and hourly staff positions?

**ANSWER:** Information for current contractors is not available.

38. **QUESTION:** Please explain if there have been any challenges due to the incumbent contractor having driver shortages.

**ANSWER:** Contractors are expected to have a robust recruitment process to hire and retain qualified, responsible drivers.

39. **QUESTION:** Due to the industry wide labor shortages, would the County include a minimum wage requirement for this procurement?

**ANSWER:** The proposer should calculate the wages they expect to pay to attract and retain qualified, responsible personnel. This should be included in the proposer’s proposal.

40. **QUESTION:** Please provide any information about current incentive programs that are offered to the current employees of this contract.

**ANSWER:** This information is not available from KCATA.

41. **QUESTION:** Please provide information regarding the current benefits and co-pays for the current employees to include drivers and staff. Please include as many specifics as possible.

**ANSWER:** This information is not available from KCATA.

42. **QUESTION:** Please confirm that all key personnel positions required to be 100% dedicated to this contract.

**ANSWER:** Firms should determine the level of involvement required by personnel to be available and responsive in order to successfully perform the operations and management of the services.

43. **QUESTION:** Do all positions need to be located at the Johnson County facility?

**ANSWER:** Currently, only employees on fixed route services and for the scheduling/dispatch contractor are located at the facility on West 56 Highway. The employees for supplemental taxi and microtransit are not. Specific positions on site include dispatch, maintenance, safety, supervisors, and operators. Employees should always be available and responsive.

44. **QUESTION:** If non-revenue vehicles (i.e. relief, supervisor, shop) are currently being provided by the contractor, what is the number and type of these vehicles being provided? Does the County have requirements for the specifications of non-revenue vehicles for this contract such as type, number, age limit, fuel type? How many are currently being supplied by the contractor?

**ANSWER:** The non-revenue vehicles must be able to meet all necessary functions to successfully support the services provided to the County.

45. **QUESTION:** Please confirm that farebox repairs will continue to be the responsibility of the contractor.

**ANSWER:** Yes.

46. **QUESTION:** Does KCATA have a vehicle replacement schedule that can be shared? Are any new buses in the process of being procured for either replacement or expansion?

**ANSWER:** The Capital Improvement Plan (CIP) is being provided as an attachment to this addendum.

47. **QUESTION:** Please provide the make, model, year, and fuel type, and odometer readings for the County provided vehicles (including Microtransit) and the service type it is most used for.

**ANSWER:** A list of current County-owned assets is being provided with this addendum in a separate document (excel spreadsheet).

48. **QUESTION:** What are the current miles between road calls for each of the service types provided? What are the average miles between road calls per year for each of the three past years?

**ANSWER:** Year to date average of miles between road calls: 2020 = 24,493 miles; 2019 = 23,179 miles; and 2018 = 24,518 miles.

49. **QUESTION:** Is the contractor responsible for the costs of major components for the revenue fleet? If yes, which major components (engine and transmission overhauls, turbos, etc.?)

**ANSWER:** The County is responsible for the cost of out-of-warranty repairs to County owned vehicles such as engine overhauls/repairs and transmission repairs.

50. **QUESTION:** Please provide the history of major component replacement and repair for the provided fleet over the past 12 months and a replacement schedule of all other maintenance requirements (parts, tires, lubricants, etc.). A database of oil samples is attached as a separate document (excel spreadsheet).

**ANSWER:** Repairs are made based on manufacturers' recommended maintenance schedule and FTA guidelines.

51. **QUESTION:** Does the County have any remaining or extended warranties that apply to the provided fleet?

**ANSWER:** Yes, most of the fleet is still under some type of warranty. See the asset inventory list provided as part of this addendum.

52. **QUESTION:** Does the County have a vehicle replacement schedule that can be shared? Are any new buses in the process of being procured for either replacement or expansion? Are there plans to replace vehicles during this contract?

**ANSWER:** See the attached Capital Improvement Plan.



53. **QUESTION:** What is the average cost of towing annually for the past 2 years?
- ANSWER:** Charges for towing due to mechanical failures last year was less than \$3,000. Additional charges to tow vehicles involved in an accident were approximately \$2,000.
54. **QUESTION:** What are the three biggest challenges the County faces for the services contemplated by this RFP?
- ANSWER:** Political support, data gathering and ROI information.
55. **QUESTION:** Please provide a current maintenance organization chart, listing positions, number of personnel, and length of service. Listing of current employee ASE certifications.
- ANSWER:** Proposers are expected to determine the number of personnel and positions needed to successfully complete the services. The certifications for current employees is not available by KCATA.
56. **QUESTION:** Please provide last four PMI inspection dates and mileage.
- ANSWER:** The question is vague. Please be specific on if request is for last four inspections, or set of four on entire fleet.
57. **QUESTION:** Please provide copies of most recent engine oil and other fluid sampling analysis for fleet.
- ANSWER:** These are not available at this time. These are done on a quarterly basis.
58. **QUESTION:** What is the frequency of major cleaning?
- ANSWER:** Disinfecting and deep cleaning are done twice weekly.
59. **QUESTION:** Please provide detailed breakdown of major cleaning and servicing requirements.
- Interior detailing
  - Waxing/buffing/seat shampoo
- ANSWER:** Daily requirements include sweeping, wet mopping, and wiping down touch surfaces with disinfectant. Bio-hazards are to be cleaned up immediately.
60. **QUESTION:** Is the vehicle fleet being cleaned at the current facility?
- ANSWER:** Yes.
61. **QUESTION:** Does the current facility have a bus wash that the drivers can drive through? If not, are there proper drains to wash the buses over so we do not have to retrieve the water and pay for truck and dumping fees?
- ANSWER:** Yes, there is a bus wash onsite.
62. **QUESTION:** Does the facility have access to water onsite for vehicle cleaning?
- ANSWER:** Yes.
63. **QUESTION:** Is there a proper drainage system for the used water or will the vehicles need to be driven to a specific area with proper drainage?
- ANSWER:** Yes, there is proper drainage.

64. **QUESTION:** Is the contractor required to reclaim the grey water?

**ANSWER:** Yes, from the drive through bus wash.

65. **QUESTION:** Please provide last twelve months parts usage by system.

**ANSWER:** General manufacturers' recommended maintenance and testing was performed with no significant parts replaced.

66. **QUESTION:** Does the facility currently have or require an oil-water separator?

**ANSWER:** Yes.

67. **QUESTION:** Does the facility currently have backup generators to meet the contract requirements?

**ANSWER:** Yes.

68. **QUESTION:** What is the number of telephone lines required; what kind of data lines are required (i.e. T-1, standard or other)?

**ANSWER:** We have 32 supported extensions and a T1 line.

69. **QUESTION:** Is the Contractor responsible for providing the dispatching software? If not, what is the current dispatching software used for these services?

**ANSWER:** Dispatch software is currently provided by the County. The current contract is MTM, using RMS software.

70. **QUESTIONS:**

- Is the Contractor expected to provide a call center for the services requested in this RFP? If the call center requirements differ based on the service package, what are the call center requirements of the respective service packages?
- Will Contractors be required to take any phone calls from customers? Example: Where's my bus? Also, service questions, customer complaints, etc. If so, can an estimated call volume be provided?

**ANSWER:** Contractors are not required to provide a call center, and most calls are routed through the RideKC Regional Call Center. Minimal calls may be routed directly to the Contractor depending on the need. These are typically calls regarding Freedom and SWIFT services. KCATA is open to ways to streamline service requests.

71. **QUESTION:** What is the anticipated launch date for the services contemplated in this RFP? If the launch date differs based on the service package, what are the anticipated launch dates of the respective service packages?

**ANSWER:** The intent is to begin service under the new contract on January 1, 2021. If necessary, an efficient transition plan will be negotiated with the successful proposer. Proposers should include a plan for an estimated transition timeline in their submittal not exceeding (sixty) 60 days if necessary.

74. **QUESTION:** Who is responsible for taking Microtransit reservations?

**ANSWER:** The Contractor.

75. **QUESTION:** Who is the current scheduling service provider for the RideKC in Johnson County - Freedom service?

**ANSWER:** The current scheduling services provider is Medical Transportation Management (MTM).

76. **QUESTION:** Please clarify what the scope of work is for the upcoming scheduling software RFP for freedom/supplemental taxi services. Will that procurement include the on-demand software and app required to manage the Microtransit program? Is there existing technology utilized today (App/software package) to manage the Microtransit program (i.e. book on-demand trips)?

**ANSWER:** Proposers may submit an alternate proposal for KCATA and the County to review.

77. **QUESTION:** Regarding technology, will the contractor need to provide tablets, iPads, Wi-Fi, or cellular service (data) for any service components of this RFP?

**ANSWER:** The County pays for this equipment.

78. **QUESTION:** Regarding technology, are there any other on-board applications we will be required to support and/or maintain (hardware or software) for passenger WIFI, AVL, passenger counting, farebox, etc.?

**ANSWER:** This is the complete list.

79. **QUESTION:** Regarding technology, please confirm Contractor will continue to be responsible for their own internet service for contractor provided computers.

**ANSWER:** The County pays for internet and WIFI at the facility and on the buses.

80. **QUESTION:** Regarding technology, are there any non-standard system applications that need to be installed on Contractor's workstations?

**ANSWER:** Any added applications are provided and installed by the County.

81. **QUESTION:** Regarding technology, will we need to host or support any application, web, or database servers?

**ANSWER:** The Contractor will be required to support and host the static and real time GTFS feed.

82. **QUESTION:** Regarding software, please provide any anticipated integration costs bidders should consider, if any, for the implementation of Tablets or MDTs .

**ANSWER:** Currently, the software systems are supported through the County and KCATA. No costs are passed through to Contractor.

83. **QUESTION:** Regarding hardware, is the contractor required to purchase and support MDT's / Tablets? If yes, please provide the number of Tablets / MDT's required.

**ANSWER:** Currently, the hardware systems are supported through the County and KCATA. No costs are passed through to Contractor.

#### PRICING:

##### 1. **QUESTIONS:**

- Please provide all bidders with the specific pricing sheet for this RFP, so that all price proposals are submitted with costs outlined in the same manner. Please provide such a pricing sheet in an electronic format.

- Is KCATA open to bidders allocating fixed and variable costs differently than the excel provided price pages?

**ANSWER:** The Cost Proposal is provided as Attachment D in the RFP and is in Word format. Contractors are to use this to provide summarized pricing for all applicable components. An excel spreadsheet is available to breakout the costs. Proposers may add additional sections to the spreadsheet, but it must remain in the same essential format for evaluation purposes. The spreadsheet is currently available on KCATA's website under "Additional Details" at this link <https://www.kcata.org/procurement/operation-management-of-johnson-county-transit-services>

2. **QUESTION:** Will pricing be evaluated based on the Year 1 price only, or will the County be evaluating and scoring the full contract term cost? Are option years included in the scoring as well?

**ANSWER:** The pricing will be evaluated on all three years of the base contract period.

3. **QUESTION:** If local, state or federal governments change the laws, rules or regulations that affect minimum wages and/or benefits that are mandated for the employees that are employed by this contract, and this event was not known at the time of bidding, and this event occurs during the term of any contract resulting from this procurement – how will the County respond to the request for increased compensation? Bidders need to understand the risk associated with such an unknown event, should it occur.

**ANSWER:** If the laws or regulations (state, local or federal) change to affect the minimum wage requirements and/or benefits, the County would be open to negotiating and amending the contract.

4. **QUESTION:** If the contractor is responsible for all taxes, permits and licenses, will the County please provide the last two years cost associated with such expenses?

**ANSWER:** Contractor is only required to pay for the insurance on the vehicles. Taxes, permits and licenses are the County's responsibility.

5. **QUESTION:** In addition to submitting a completed version of the Cost Proposal Form, can Proposers include a supplementary pricing form that clarifies the cost structure of the proposed solution?

**ANSWER:** Alternate pricing proposals should be clearly identified on separate pages.

6. **QUESTION:** Should proposers provide separate proposals if proposing more than one option?

**ANSWER:** If your proposal is for different components under the same operations/management structure, only one proposal (Volume I, II and III) is required. Otherwise, proposals for alternate options should be separate.

**ATTACHMENTS:**

- Johnson County Capital Improvement Plan
- A sample run cut (included as a separate document)
- JCT Asset Inventory (included as a separate document)
- Oil Sample Database (included as a separate document)

**END OF ADDENDUM #2**

**JOHNSON COUNTY CAPITAL IMPROVEMENT PLAN – PAGE ONE OF TWO**

*Capital Expenditure Schedule-Replacement of Vehicles When Fully Depreciated*

	2019	Grant	Funded Match	Match from Cap Replacement	2019 Expense	Cap Replacement from Reserves
2 Local CNG Buses (5307)	922,374.00	785,518.00		136,856.00		
2 local Diesel Buses ((5307)	879,938.00	697,015.00		115,703.00	77,220.00	
5 Gasoline Cutaways	413,930.00	292,572.00			121,358.00	
Farebox Replacement {STP-2						
Year Project}	750,000.00	600,000.00			150,000.00	
Passenger Amenities	100,000.00				100,000.00	
capital Replacement	250,000.00					250,000.00
	<b>3,296,242.00</b>	<b>2,355,105.00</b>	<b>-</b>	<b>252,559.00</b>	<b>448,578.00</b>	<b>250,000.00</b>
	2020	Grant	Funded Match	Match from Cap Replacement	2020 Expense	Cap Replacement from Reserves
3 Express Diesel Buses (STP/CMAQ)	1,426,008.00	1,140,806.00		-	285,202.00	
2 Express CNG Buses (STP/CMAQ)	1,038,090.00	830,472.00		207,618.00	-	
4 Transporters	280,392.00	140,000.00			140,392.00	
Farebox Replacement {STP-2						
Year Project)	750,000.00	600,000.00			150,000.00	
Passenger Amenities	100,000.00	80,000.00			20,000.00	
Capital Replacement	250,000.00					250,000.00
	<b>3,844,490.00</b>	<b>2,791,278.00</b>		<b>207,618.00</b>	<b>595,594.00</b>	<b>250,000.00</b>
	2021	Grant	Funded Match	Match from Cap Replacement	2021 Expense	Cap Replacement from Reserves
2 Local Service Bus CNG (STP/CMAQ)	967,938.00	774,350.20		193,587.80		
2 Express Service Buses CNG fP/CMAQ)	1,069,234.00	855,387.00		56,412.20	157,434.80	
1 Express Service Bus Diesel (SIP/CMAQ)	489,596.00	391,677.00			97,919.00	
1Local Service Bus Diesel (STP/CMAQ)	461,459.00	369,167.00			92,292.00	
3 Transporters	216,603.00	144,000.00			72,603.00	
Passenger Amenities	250,000.00	200,000.00			50,000.00	
capital Replacement	250,000.00					250,000.00
	<b>3,704,830.00</b>	<b>2,734,581.20</b>		<b>250,000.00</b>	<b>470,248.00</b>	<b>250,000.00</b>
	2022	Grant	Funded Match	Match from Cap Replacement	2022 Expense	Cap Replacement from Reserves
2 Transporters	148,734.00	148,734.00				
Passenger Amenities	250,000.00	200,000.00			50,000.00	
Capital Replacement	250,000.00					250,000.00
	<b>648,734.00</b>	<b>348,734.00</b>	<b>-</b>	<b>-</b>	<b>50,000.00</b>	<b>250,000.00</b>
	2023	Grant	Funded Match Replacement	Match from Cap Replacement	2023 Expense	Cap Replacement from Reserves
5 Express Service Buses CNG (STP/CMAQ)	2,567,214.00	2,053,771.00		513,443.00	-	
4 Express Service Bus Diesel (STP/CMAQ)	1,958,247.00	1,566,598.00		363,316.00	28,333.00	
1 Transporter	76,598.00	76,598.00				
Passenger Amenities	100,000.00				100,000.00	
Capital Replacement	250,000.00					250,000.00
	<b>4,952,059.00</b>	<b>3,696,967.00</b>	<b>-</b>	<b>876,759.00</b>	<b>128,333.00</b>	<b>250,000.00</b>

**JOHNSON COUNTY CAPITAL IMPROVEMENT PLAN – PAGE TWO OF TWO**

	2024	Grant	Funded Match	Match from Cap Replacement	2024 Expense	Cap Replacement from Reserves
<b>2 Local Service Bus CNG</b> (STP/CMAQ)	967,938.00	774,350.20		193,587.80		
<b>2 Express Service Buses CNG</b> STP/CMAQ)	1,069,234.00	855,387.00		56,412.20	157,434.80	
<b>1 Express Service Bus Diesel</b> (STP/CMAQ)	489,596.00	391,677.00			97,919.00	
<b>5 Diesel Cutaways</b>	413,930.00	292,572.00			121,358.00	
<b>3 Transporters</b>	216,603.00	144,000.00			72,603.00	
<b>Passenger Amenities</b>	250,000.00	200,000.00			50,000.00	
<b>capital Replacement</b>	250,000.00					250,000.00
	<b>3,657,301.00</b>	<b>2,657,986.20</b>		<b>250,000.00</b>	<b>499,314.80</b>	<b>250,000.00</b>