

ADDENDUM NO. 1

Kansas City Area Transportation Authority
1350 E. 17th Street
Kansas City, Missouri 64108

PARATRANSTRASIT SERVICES FOR INDEPENDENCE, MISSOURI Request for Proposals (RFP) #G20-7016-32

Issue Date: February 28, 2020

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 RFP documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge in the proposal the receipt of this Addendum.

REQUEST FOR CLARIFICATIONS

1. Page 6, Section 1 & Page 8: In Section 1 it shows the Contract Award/Notice to Proceed date as May 2020; while in Section 2.5.C it shows the contract start date as May 2020. Can you clarify award & start of service dates?
 - **Award is May 2020, start date is July 1, 2020**
2. Page 9, Section C: Can you further explain the statement, "it is anticipated that trip volume will be larger than the numbers represented. Proposers should plan on performing 100-200 trips per day, Monday through Friday." Please clarify why the volume will be higher than the trend?
 - **In the event that the city of Independence adopts zero fare on the fixed route, it is anticipated that the ADA trip volume will increase because it will also be free.**
3. Page 9, Section C: Are all the Scheduled/Performed Trips identified in Table 1 performed under this contract, (does KCATA schedule any of these on other service options)?
 - **All trips in the table are performed in this contract**
4. Page 9, Section D: Based on the 3-year history provided in Table 1, Scheduled/Performed Trips have been flat or declined; what is the anticipated change(s) that would produce an anticipated 3% growth?
 - **In the event that the city of Independence adopts zero fare on the fixed route, it is anticipated that the ADA trip volume will increase because it will also be free.**
5. Page 9, Section E: So that all bidders have the same fleet expectation, can you specify how many total vehicles are needed?
 - **There are 7 cutaways currently being used.**
6. Page 16, Section K: It states that the call standards are for both the reservations line and the dispatch line; in Section 2.3.3 it appears that KCATA handles the reservations for paratransit. Is the Contractor or KCATA performing reservations?
 - **KCATA handles the reservations for this contract.**

7. Page 25, Section L: How does KCATA assume the costs for fuel, (reimbursement for contractor expense; use of KCATA fuel station(s); specific fuel vendors)? Is there any service under this contract that KCATA would not assume fuel costs for?
 - **KCATA reimburses fuel**

8. Page 32, Section B: " Performance incentives and penalties that shall apply to the control center contract." Is there a Control Center component of this RFP?
 - **The Control center is referring to the proposer and their window dispatch**

9. Cost Price Proposal (Appendix D):
 - 1) There's an asterisk on Year 1, is this a partial year or what does the asterisk indicate?
 - **Pricing should be submitted for a full one (1) year contract term.**

 - 2) If we're providing detailed pricing for each of the 5 years, what is the "Annual Fixed and Variable Cost % Increase" referencing?
 - **Proposers are to submit actual anticipated pricing. KCATA will calculate the percentage increases.**

 - 3) Would you consider providing a baseline of Revenue Hours for each year (for consistency between bidders)?
 - **Historical data for this service is provided in Section 2.6 item C. of the RFP. Proposers may use this data to calculate pricing.**

 - 4) If the volume of estimated Annual Vehicle Revenue Hours is +/- 10% of that volume, will there be consideration of revising billing rates?
 - **KCATA expects that annual billing rates will remain as contracted. In the event of major changes to service, KCATA and the contractor reserve the right to re-evaluate the contracted pricing.**

10. Section 2.2 indicates term is 3 years with 2 one-year options. Section 2.5.c indicates term of contract is 5 years with 5 one-year options. Which is correct? (*Question previously submitted on 2/13/2020*)
 - **The term of the contract is 3-years with 2 one-year options to renew.**

11. The current contract for this service expires June 30, 2020. Please confirm the new contract terms begins July 1, 2020.
 - **The new contract will begin July 1, 2020**

The following questions generally relate to service volume and fleet that proposers should assume for bidding purposes:

12. Section 2.6.C states "*Selected Service Statistics and Run and Employee Information. Table 1 provides information related to the trip volume in the Independence, MO area that service providers should assume to be associated with this contract. **Please note: it is anticipated that trip volume will be larger than the numbers represented. Proposers should plan on performing 100 – 200 trips per day, Monday through Friday.***" The range of 100-200 trips per day is significant. Can KCATA specify the number of vehicle revenue hours proposers should assume in preparing a proposal?
 - **Proposers should base the number of revenue vehicle hours on their proposed productivity.**

13. Section 2.6.D.1 states “For purposes of this RFP, KCATA is estimating a modest 3% growth in ridership per year. Similar increases in vehicle revenue-hours of service and total miles of service should be used to develop staffing, vehicle, and cost estimates.” Should we assume for price proposal current year hours from Table 1 +3%? “Modest 3% growth” conflicts with the “range of 100 – 200 trips per day” stated in 2.6.C.

- **The current service is running approximately 60-70 trips per day, on average. The modest 3% growth is normal anticipation. In the event that the city of Independence adopts zero fare on fixed route, we anticipate ADA volume to increase significantly as it will also be at zero fare**

14. Section 2.6.D.2 states “These estimates are provided for general planning purposes only. They do not represent a guaranteed volume of service to contractors by KCATA. In estimating costs, proposers should be prepared to accommodate demand at the level displayed in Tables 5 and 6. We cannot locate Tables 5 and 6. Should this reference be to Table 1? Please confirm number of hours contractors should use for price page purposes.

- **Tables 5 and 6 do not exist Please refer to table one and the table below represents service and revenue hours for the past 3 years**

	Revenue	Service
2017	10719	12318
2018	10736	12153
2019	10653	11914

15. Section 2.6.E.3 states “To provide greater flexibility in the scheduling and dispatching of trips, and to promote increased trip grouping and increased productivity, KCATA desires a different fleet mix under this contract. Can KCATA elaborate on the fleet size and what fleet mix it desires or will this be left to proposers?”

- **The current fleet size is 7 cutaways.**

16. What is the average daily trip count breakdown between ADA and non-ADA trips?

- **Non-ADA trips account for approximately 20% of the trips**

17. Do the non-ADA trips include any Standing Orders/Subscription trips? And if so, can they provide that information for any group trips and what programs are they going to?

- **Yes, non-ADA trips can be subscription trips. In Independence, these would most likely be to dialysis, day programs or work. A number of trips also go to Centerpoint Medical Center.**

18. Are the non-ADA trips currently being provided as curb-to-curb OR door-to-door?

- **Non-ADA may be either or, depending on the customer’s needs**

19. What is the KCATA’s goal for the non-ADA trips? Is there current interest in a change in delivery or scope if it resulted in a cost savings?

- **Any changes to non-ADA trips are up to the city of Independence and not a part of this proposal**

20. What are the fares for the non-ADA trips and are there any changes being considered?
- **The fare for non-ADA was just raised from \$2.00 each way to \$3.00 each way in January of 2020. There is no thought to making another change at this time**
21. Is the KCATA open to receiving pricing options with alternate routing software in this bid?
- **No. Software is not a part of this bid**
22. Can we obtain a copy of the current contract with First Transit?
- **This request will need to go through the Freedom of Information Act procedure. The contact for request is Jill Spurling, KCATA Legal Analyst, at jspurling@kcata.org**
23. Are there vehicles that the program would NOT want in the fleet mix for this response? For example, sedans for ambulatory, accessible mini-vans, larger vehicles?
- **All vehicles need to be accessible**

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Request for Proposals #G20-7016-32**

Proposers shall return this **RECEIPT OF ADDENDA** form when submitting their bid. 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.

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 _____

Addendum#4 Dated _____ Date Received _____

Company Name _____ Date _____

Address/City/State/Zip _____

Authorized Signature _____ Printed Name _____

Telephone _____ Fax _____ Email _____