



GULF COAST CENTER, TEXAS

REQUEST FOR PROPOSALS FOR
NON-EMERGENCY TRANSPORTATION SERVICE

RFP No. 2014-TRANSIT-003 Addendum No. 1 Date of Addendum: August 15, 2014

Acknowledgement of Addenda

Please note the following revisions and/or additions to the solicitation referenced above.

1. RFP No. 2014-TRANSIT-002 Proposal Number

Revision:

Proposal Number changed to RFP No. 2014-TRANSIT-003

2. PART III, Section 10.3.3.4, Acknowledgement of Addenda, Exhibit G

Addition:

Exhibit I - Acknowledgement of Addenda

3. RFP Exhibits

Addition:

Exhibit L - Responses to Questions

Answers to Questions from the Pre-Proposal Conference on August 11, 2014

Answers to Questions from AFC Transportation

Answers to Questions from Greater Houston Transportation Company

Answers to Questions from HK Transit

Approved by:


James Hollis, RFP Coordinator

By the signature affixed below, Addendum No. 1 is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED

Authorized Signature

Printed Name

Respondent/Vendor

Date

SUBMIT THE ORIGINAL, SIGNED COPIES OR COPIES OF THIS ADDENDUM WITH THE LETTER OF TRANSMITTAL AND ACKNOWLEDGEMENT OF ADDENDA (TAB 2) IN EACH COPY OF YOUR PROPOSAL. FAILURE TO DO SO MAY DISQUALIFY YOUR PROPOSAL FROM CONSIDERATION FOR AWARD.

EXHIBIT L - RESPONSES TO QUESTIONS

Answers to Questions from the Pre-Proposal Conference on August 11, 2014

Question: In a response, can a response specify trip volume?

Answer: Volume can be specified by rides or mileage.

Q: What operations software is used by the Gulf Coast Center?

A: The Center uses Shah Software, with potential possibilities for Contractors to download manifests.

Q: Does a Contractor need to present pricing back-up documentation of maintenance, etc.?

A: Right now, just percentages are needed for the proposal. The Contractor might need actual numbers when NTD reporting is done.

Q: Can the Proposer propose two different prices based on county?

A: Yes, Proposers can propose two different price structures for Galveston and Brazoria Counties.

Q: Will the Center accept audited financial documentation?

A: Yes.

Q: Is there a DBE percentage requirement?

A: There is no DBE goal for this contract. The Center's DBE Program goal is currently 3.44%.

Q: Are the Center's DBE Goals Published?

A: Yes, the proposed FY 2015 through FY 2017 DBE Program Goals are published on the Center's website at

<http://gulfoastcenter.org/userfiles/file/Connect%20Transportation/DRAFT%20GCC%20DBE%20Program%20-%20FY2015%20-%202017.pdf>

Q: Is there collective bargaining?

A: No.

Q: Can the Center provide their labor rates?

A: The average hourly wage is between \$9.00 and \$10.50 per hour.

Q: Are there any circumstances for same day trips?

A: Not for the Contractor. There may be a few same day trips, but these trips will be done internally by the Center.

Q: Can the Center provide historical data for trips that required wheelchair lifts?

A: Of the 41,215 trips provided from May 1, 2013, to May 31, 2014, 5,685 trips, or 13.8%, required a wheelchair lift.

Q: Is there any preference for one or two contractors versus a larger pool of contractors?

A: Each proposal is different and will be evaluated separately. Contractors can submit pricing scales based on the estimated number of trips that the Contractor will receive.

Q: Does a rider no-show count against the Contractor?

A: No.

Q: How large is the Center fleet?

A: There are 35 vehicles total with 12 demand response vehicles.

Q: What vehicle types does the Center operate?

A: The Center operates Type 3 cutaways that are Americans with Disabilities Act (ADA) compliant.

Q: Can the Contractor allow shared rides?

A: Yes, but the Contractor is required to meet or exceed an average per person trip speed of 12 miles per hour.

Q: Can a Respondent submit insurance amounts different from the minimum insurance requirement?

A: A Respondent may submit different insurance coverage, but the Center's attorney will make a determination if the amounts meet Center requirements. The Respondent must submit this exception with Exhibit G, Respondent Information Form.

Answers to Questions from AFC Transportation

Q: Who is the current contractor?

A: Greater Houston Transportation Company dba Yellow Cab

Q: What are the current rates being charged to the Gulf Coast Center?

A: For Galveston County, the rates include: flat rate is \$2.75 per mile; "no show" fee is \$5.00 per trip; and waiting time is \$30.00 per hour. The Center will pay a maximum of \$50.00 towards the cost of a one way trip. Any amount for a one way trip that exceeds \$50.00 is to be collected by the service provider from the passenger. In accordance with the contract between the Center and the Greater Houston Transportation Company dba Yellow Cab, when fuel costs exceed \$3.00 per gallon for 30 consecutive days, as based on the American Automobile Association

(AAA) daily fuel gauge report for Galveston, Texas, the flat rate of \$2.75 per mile will increase to \$2.95 per mile.

Q: Do you need the hourly rates for the shuttles or just the mileage?

A: Mileage.

Q: What are the current vehicle types being utilized? All types?

A: The Center operates Type 3 cutaways that are ADA-compliant.

Q: How many trips per day are being serviced?

A: The average number of trips per day in Galveston County is approximately 115 and approximately 33 per day in Brazoria County.

Q: What is the average time span for one trip?

A: Times vary because there are rural and urban trips. Average trip distance in Brazoria and Galveston Counties was 12.5 miles from May 1, 2013, to May 31, 2014.

Q: What is the current software name being utilized?

A: The Center uses Shah Software.

Q: Please clarify the way we get the orders?

A: The Center will email or fax the trips required the day prior to the day of the trips.

Q: Is there a home base where which we may park our vehicles in the area or do we need to set up our own facility?

A: The Center will not provide vehicle storage.

Q: What is the actual starting date?

A: The Center prefers a September 2, 2014, start date, but the Center will consider other start dates proposed by the respondents.

Q: Is there anything required to send to you after a trip has been completed?

A: Monthly reporting is required, in accordance with the RFP.

Answers to Questions from Greater Houston Transportation Company

Q: Can a provider propose on only one county or a portion of a county?

A: Yes.

Q: When Gulf Coast Center schedules and dispatches trips, will there be one or multiple passengers per trip? Will the trips be point to point or will there be intermediate stops?

A: The Center will provide trip information which includes origin, destination, drop-off time, etc., but the Contractor is required to prepare daily trip manifests and assign vehicles/drivers.

Q: Will the insurance requirements of each city's ordinance be sufficient to meet the Insurance Requirements?

A: A Respondent may submit different insurance coverage, but the Center's attorney will make a determination if the amounts meet Center requirements. The Respondent must submit this exception with Exhibit G, Respondent Information Form.

Q: How many or what percentage of these trips will require wheelchair accessible taxicabs?

A: The Center is uncertain how many or what percentage of these trips will require wheelchair accessible taxicabs, however, of the 41,215 trips provided from May 1, 2013, to May 31, 2014, 5,685 trips, or 13.8%, required a wheelchair lift.

Q: What is the DBE % requirement or goal for this contract?

A: There is no DBE goal for this contract. The Center's DBE Program goal is currently 3.44%.

Q: On 10.3.10. Required Financial Statements, would the parent company's audited financials suffice if a subsidiary of the parent company is bidding on this project?

A: Yes.

Answers to Questions from HK Transit

Q: If the respondent is a certified DBE firm, are they still required to subcontract with another certified DBE firm?

A: No, but they may subcontract DBE firms.