

Question	Answer
1. Please verify that there is no Disadvantaged Business Enterprise (DBE) goal established for this contract and that a good faith effort is not required.	Please see Addendum #1
2. There is no information on the Exhibit C and D pages in the RFP for the Cost Proposal and Staffing Levels. Please provide a form in Excel for how you would like this presented so that all Contractors provide in a similar format	Excel form for cost proposals are posted to website.
3. Please clarify/confirm that pricing is to be submitted for only Year 1 and that all future years are calculated using annual CPI. Request that at a minimum pricing be provided for each of the base contract years recognizing that transit operating costs do not trend with CPI formulas due to union cba terms, medical cost increases and other local/state/federal economic pressures	Pricing is to be submitted for the base contract of three years.
4. Question 2 requests details for other contracts operated. How many should we list? Suggest three (3) given the overall page limit and to match up with question 32	Please submit three (3)
5. Exhibit E, Question 2, May we limit the list of current services with similar size and scope?	Provide a list that would allow YCIPTA to have the most transparent view of the proposer.
6. Should Exhibit E be included in the proposal specifically in the order of the questions; Or may we answer the questions from Exhibit E in our own pages and format?	Provide answers to the questions as they are listed in the RFP
7. Is the 50 page limit including 50 pages printed on both sides?	Limited to 50 pages total, can be printed on both sides
8. Please clarify that the position title Operations Manager is used here as the lead manager on the contract often titled as Project Manager or General Manager.	The Operations Manager is the same position as a Project Manager or General Manager
9. Please provide a listing of any liquidated damages charged or incentives earned over the past 12 months by category. Please clarify if the liquidated damages listed in the RFP differ from the current contract.	Accrued liquidated damages have not been applied to current invoices. Liquidated damages listed in the RFP do not differ from current contract.
10. Please clarify the requirement to have the fourth (4th) technician under a separate invoice. Should the contractor include this position and cost in our pricing or only include the pricing for three (3) technicians.	As covered at the Fleet & Facility review YCIPTA would like the proposer to use their skill and expertise in developing the maintenance staffing plan. All maintenance staff should be included the proposers' pricing model.
11. Please provide a list of the positions currently provided by the contractor for this operation. Please indicate whether these positions are 100% dedicated to this contract.	Please see attached staff list (100% dedicated to this contract)
12. We intend to hire as many of the existing employees as possible. In order for us to ensure that they make at least as much, or more than they do now, please provide a seniority list for all current employees for this contract, and indicate position, full time or part time, length of service, and current rate of pay.	Please see attached staff list
13. 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.	Is posted on website.
14. Please provide a complete inventory of maintenance equipment supplied by the Agency or confirm that the Agency will provide all maintenance equipment needed to operate the shop with the exception of typical technician tools.	A copy of the current inventory of shop equipment is posted to the YCIPTA web site. Generally all tools beyond normal mechanics tools are provided by YCIPTA
15. For fixed route service, please clarify if billable time continues past scheduled hours on the last trip due to exterior factors (traffic, weather, incidents, etc.).	Please see Addendum #1

16.	For paratransit service, please clarify if revenue hours begins at the first pick-up, even if that pick up is a no show.	Revenue hour begins at first pick up even if it is a no show.
17.	Request that a minimum sixty (60) day notice be provided	A notice period will need to be agreed upon between the parties during contract negotiations. In previous contracts, YCIPTA and the contractor have agreed to a minimum of ninety (90) days' notice.
18.	Request that the opportunity to cure be for a minimum of thirty (30) days to allow for making corrections and time to see the improvements.	YCIPTA may not be willing to change the ten (10) day period to thirty (30) days; however, YCIPTA may be agreeable to including language that will allow for additional time if the cure cannot be completed within the time period upon an action plan from the contractor. This would be discussed further during contract negotiations.
19.	Please clarify the requirement for "live telephone information" for "after hours and upon request". Is the requirement to have a staff person on-duty 24/7 to answer the phone even after service is closed for the evening?	Live telephone information until last bus returns to yard and upon request as requested by YCIPTA. YCIPTA will occasionally have a holiday that the contractor does not have, in which case YCIPTA would request that the CONTRACTOR answer telephones. Usually once a year.
20.	Please clarify the DAR pickup window. The RFP lists +/- 15 minutes while the User Guide and on-line lists +/- 30 minutes	The item that you are referring to is an analysis that is to be included in the monthly report.
21.	Four (4) hours of road supervision per day. Can the Operations Manager and Safety Manager perform these duties or are these hours of coverage to be performed by the cross trained Dispatch/Road Sup position?	Four (4) hours are required per day. YCIPTA looks to the contractor for how this will be performed
22.	Please provide the current run cut and driver shifts for all services to assist in developing the correct number of drivers needed. Please include deadhead hours and miles, number of buses currently used on each route, pull-out and return-to-yard times, etc.	The CONTRACTOR is responsible for the run cuts and number of drivers need to operate the service, as well as number of buses to be used on each route. YCIPTA looks to your expertise in providing the most efficient and effective operation as possible.
23.	Please provide additional details about the Newspaper requirement and process. Where do we obtain the newspapers? Drivers have to sell and collect money for the papers? Is the money put in the farebox or other process? Any current challenges with this process?	Since the release of the RFP, the newspaper sales on buses has been cancelled.
24.	Request the right to extend the contract be mutual. Many things can change during this period of time that can affect the contract and any extension should be mutually beneficial for a successful partnership. Suggest the following language: "YCIPTA and Contractor may extend the Agreement by mutual written agreement any time on or before the date specified here and as follows: It is mutually understood and agreed that the parties are under no obligation whatsoever to extend the Agreement and that no representations have been made by either party committing it to such extension."	While this request seems reasonable, it would need to be discussed with legal counsel during contract negotiations.
25.	Please provide a listing of each support vehicle (age, make, model) and the most recent Registration cost. Please provide any know replacement schedule to include planned make/model to be purchased	The current fleet list is provided with the RFP. All vehicle registrations are maintained by YCIPTA. The two shop vehicles are anticipated to be replaced in first half 2018
26.	Please confirm that YCIPTA pays for the Loomis Armor car service	Yes, YCIPTA pays for Loomis

27.	Please provide information on how the Bus Stop and facilities maintenance is currently being performed. Is a vendor used for any of the services, if so please provide contact information and amount paid past 12 months. Is the work performed by the 4 required technicians or with additional staffing? How often is the Contractor to check/maintain each stop and remove trash? Daily, weekly, monthly, etc?	Currently bus stop maintenance is performed by contractor utility, office cleaning is also responsibility of contractor. Please refer to RFP/Draft contract for specifics.
28.	Please provide copies of the last three months of management reports from the Contractor.	YCIPTA is in the process of implementing software, Solutions for Transit, that will render any current reporting obsolete.
29.	Please clarify that YCIPTA plans to only increase Revenue Rates by the CPI noted not to exceed 5%. Operational costs do not typically track in line with the CPI rates as labor costs are affected by unions, state and federal wage regulations and the ever increasing costs of health care. In addition, maintenance costs change based on age of fleet.	Bid the first three years to the best of your ability, if there is significant changes, those can be addressed each year at time of renewal
30.	Technician wages - Please clarify/confirm that all technicians are receiving the same pay rate regardless of classification (A, B or C level)? The CBA only lists one pay rate which is not typical.	A seniority report with wages by position is provided seperatly. The proposer should give thought to what it will take to attract, train and maintain technicians for the YCIPTA when considering pricing.
31.	Please clarify the maintenance personnel counts for two or more A techs and two or more B techs and C techs when the requirement on page II-12 is for only four (4) techs	As covered at the Fleet & Facility review YCIPTA would like the proposer to use their skill and expertise in developing the maintenance staffing plan. All maintenance staff should be included the proposers' pricing model.
32.	49 U.S.C § 5333(b) under the Federal Transit Act (also referred to commonly as "13c") - Please confirm that there are no outstanding employer liabilities that would carry over from the current contract to the new Contractor that need to be accounted for. In some cases, there are underfunded pension programs that cause a financial concern.	YCIPTA does not have access to this information.
33.	Page II-126 has information on the fixed route service. Please provide the current revenue miles and hours; current deadhead miles and hours; and current total miles and hours for YCAT OnCall services.	This can vary month by month. Example: October 2018 (Total miles - 7,168. Revenue miles 5,677) (Total Hours - 412. Revenue Hours - 358)
34.	Please provide additional information on the Agency provided fleet to include engine type, fuel type and average miles operated per year for each vehicle.	An updated fleet listing is provided seperatly.
35.	Are there any remaining warranties for the fleet or provided equipment?	The ARBOC vehicles were delivered in October 2017 and retain the ARBOC and OEM warrenties. The Gillig vehicles retain engine and transmission warrenty.
36.	Does the Agency have a vehicle replacement schedule that can be shared? Any new buses in the process of being procured for either replacement or expansion? Please identify which vehicles will be replaced for each replacement cycle	(1) ARBOC vehicle is currently on order with delivery in 2018. (5) Gillig 40 foot buses are on order with anticipated delivery in 2019. (2) Cut-a-way vehicles type TBD in 2018. 2 to 4 revenue vehicles each year after 2019.
37.	Please confirm that the Contractor is responsible for maintenance parts and fluids	The contractor is resonsible for all coolants, refridgerants, lubricants, tires, parts, chemicals and vehicle cleaning supplies. The RFP details major components that YCIPTA will provide with proper maintenance and documantation.
38.	Please provide information and timeline for the new facility. Please confirm all cost for moving and setup will be the Agencies responsibility and should not be included in the Contractors rates	A current timeline does not exist as YCIPTA is in the exploration phase of this project. YCIPTA anticipates no moving or setup cost to the proposer.

39.	Please provide more details on Solutions for Transit and the tools, modules, etc that the Agency has purchased and will be in place	For more information on Solutions for Transit please visit their web page www.solutionsfortransit.com . The modules will be fixed route, paratransit, maintenance and NTD. GFI module will be included when new fareboxes arrive.
40.	Please provide the current rates paid to the existing contractor for variable and fixed costs. Also, please indicate the total amount paid to the contractor for the last fiscal year.	Current variable rate is \$39.78 per rev. hr, Fixed rte \$84,889. Total for last fiscal year \$2,602,362 for fixed route. OnCall was operated through another contractor and the total for last year was \$111,560
41.	Please clarify how the prices will be evaluated; will the full contract term be considered or only the Year 1 price?	Full contract term
42.	Please provide the current call volume, broken down by weekday, Saturday and Sunday to include hourly levels if possible.	Customer service calls are handled by YCIPTA.
43.	During the transition, how many vehicles will be made available to the incoming contractor to perform training?	At least one of each class of revenue vehicle will be made available for training subject to system needs. YCIPTA will work closely with the contractors to schedule available vehicles and may request BTW training take place on weekend and/or low use times.
44.	What is the current level of productivity for each of the services? If available, please provide for weekday and Sat by service.	Please refer to Annual Report on website
45.	Please provide copies of the last three months of invoices from the Contractor.	Posted to website.
46.	Who handles passenger certifications? Please describe any responsibilities the contractor has for this process.	YCIPTA handles certifications. Contractor has no responsibilities for this.
47.	At various times, state, federal, and local governments change laws, rules and regulations which require a company 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 the agency respond for a request for increased compensation. For example, the recent Affordable Care Act legislation significantly affected the level and cost of medical coverage for employees. Since these events cannot be anticipated and the costs are so significant, we need to understand the risk associated with such laws, rules or regulations.	YCIPTA will respond to the request accordingly on a case by case basis.
48.	What is the daily mileage total for all your routes?	Please refer to Annual Report on website
49.	Please provide a copy of your current fleet maintenance plan	The YCIPTA FTA maintenance plan is posted to the web site That plan and the RFP document describes how the contractors plans/documents compliment the YCIPTA plan.
50.	Please provide a list of current technicians by classification and levels of skill.	YCIPTA does not have access to the Contractor's employee files. The current contractor has represented to YCIPTA the Maintenance Manager's skill as an "A" Technician with (2) additional "A" Technicians and (2) "B" Technicians.
51.	Does YCIPTA have a Mid-Life Overhaul Plan and schedule for current vehicles	A Formal plan does not exist.
52.	Is YCIPTA's plan to maintain the current diesel / gasoline fleet mix with replacement of like fuel vehicles	Yes
53.	When will the fareboxes be replaced	No specific timeline. A grant has been submitted. If/When the grant is approved YCIPTA will work with the vendor and contractor for delivery, installation and training.
54.	Will YCAT require and use the trim units in the fareboxes? Who is responsible for providing these?	To be determined

55.	What is the current parts inventory dollar amount? Will this inventory be transferred to the new contract at no cost?	The current inventory belongs to the Contractor not YCIPTA
56.	What is YCAT's plan for spare ratio in the future?	Varies by sub-fleet be generally 20% or more
57.	During the transition, what is YCAT's plan for repairs to bring this fleet to acceptable levels? (mechanical, and body repairs, bike rack replacement, exterior decals etc.)	Please review the questions in the RFP on this subject as the proposers answers may influence this process. YCIPTA is working with the contractor and has identified concerns that are being addressed and monitored by YCIPTA
58.	Will the fleet be made whole before turnover? Or, will the incoming contractor be expected to complete these repairs?	Please review the questions in the RFP on this subject as the proposers answers may influence this process. Prior to turnover YCIPTA will have a third party QA Audit to identify any concerns with the fleet. YCIPTA will work with both contractors to address any defencies from that audit and escrow sufficient funds to ensure that corrections can be completed.
59.	Does YCAT have a plan to upgrade the shop equipment (lifts, wheel dollies, etc). If so, please provide timeline	Shop equipment needs are reviewed yearly with the contractor and the plan updated. Recommendations from the most recent review have been completed. YCIPTA works with the contractor to ensure all equipment is serviced and maintained regularly.
60.	Please provide an inventory of all bus stops, benches and shelters the Contractor is responsible for maintaining? Please clarify/define what is expected for each and frequency	Inventory list is posted to website. YCIPTA would like the proposer to use their skill and expertise in developing their own daily schedules.
61.	Can YCIPTA please clarify the duration of the Transition/Start-Up term?	YCIPTA anticipates notification to the sucessful contractor on or about April 4, 2018 with Board Approval on April 23, 2018. Please use these dates in preparing your start up plan as requested in the RFP.
62.	Can YCIPTA please clarify how the Proposer should treat start-up costs?	Propose this as a separate line item. Start up costs should be divided out in the base three years of the contract.
63.	Can YCIPTA please provide the current staffing list of the incumbent?	Staffing list is posted to website
64.	Can YCIPTA please provide the current employee seniority by employment classification?	Posted on website
65.	Can YCIPTA please provide Total Hours and Miles (including the Deadhead breakout) for On-Call Demand Service?	This can vary month by month. Example: October 2018 (Total miles - 7,168. Revenue miles 5,677) (Total Hours - 412. Revenue Hours - 358)
66.	Can YCIPTA clarify if the Contractor is required to pay for utilities?	No, we do ask that the contractor be as effient as possible in managing this YCIPTA expense
67.	Can YCIPTA clarify if the Contractor is required to pay for waste collection?	No, we do ask that the contractor be as effient as possible in managing this YCIPTA expense. The contractor is responsible for waste fluids and lubricant handling and disposal.
68.	Is the Contractor responsible for bus decal maintenance?	The contractor is responsible for the cost of decals and/or graphics damaged in use not ordinary fading or sun damage.
69.	Can YCIP A clarify whether the Proposer should assume inflation in the pricing?	Bid the first three years to the best of your ability, if there are significant changes, those can be addressed each year at time of renewal

70.	Based on Exhibit A ("Proposal Pricing Sheet"), can YCIPA clarify whether the Proposer is being asked to provide annual prices for all contract years, just Base Term years, or just Year 1?	Base term years
71.	Can YCIPTA please provide Exhibits (C1, C2, DI FT, and DI PT)? If possible, please provide in Excel format for ease of implementation and consistency among potential bidders.	Excel template is posted to website
72.	The Inflation Factor (using CPI - U) proposed by YCIPA does not fully account for our projected annual cost increases. For example, the CPI-U index most likely won't be sufficient to cover the 3.0% annual CBA wage increases and projected health benefit cost increases. The Proposer is requesting that YCIPT A withdraw this pricing mechanism, or for at least for the 3-year Base Term allow the Contractor to provide annual prices for all years.	Bid the first base three years to the best of your ability, if there is significant changes, those can be addressed each year at time of renewal.
73.	Can YCIPTA please provide a schedule detailing the heavy maintenance (i.e. engine and transmission rebuilds/replacements) performed on Revenue Vehicles in 2017?	An updated fleet listing is provided separately.
74.	Does the current contractor utilize subcontractors for bus stop cleaning maintenance? Janitorial work?	No.
75.	Can you provide the names of the DBE firms utilized by the current contractor?	YCIPTA does not have that information
76.	Is there a DBE goal for this procurement?	Please see Addendum #1
77.	When is the estimated Notice to Proceed date?	YCIPTA anticipates notification to the successful contractor on or about April 4, 2018 with Board Approval on April 23, 2018.
78.	Please provide a breakdown of the current Mechanics skills and classifications.	YCIPTA does not have access to the Contractor's employee files. The current contractor has represented to YCIPTA the Maintenance Manager's skill as an "A" Technician with (2) additional "A" Technicians and (2) "B" Technicians. As covered at the Fleet & Facility review YCIPTA would like the proposer to use their skill and expertise in developing the maintenance staffing plan
79.	Can we get current drivers and supervisors daily schedule.	YCIPTA would like the proposer to use their skill and expertise in developing their own daily schedules.
80.	Copy of current CBA and current number of drivers and supervisors.	Current CBA is part the RFP and employee list is posted on website
81.	Ridership number based on the route (last 4 weeks).	System wide for fixed route for current 4 week period is 33,710
82.	Specify which Bus (Cutaways or 30'/40' Footer) is currently used on which route. Is there any specific instructions to use the bus on particular route or contractor can make that determination based on ridership number.	The vehicle run sheet is posted on website.
83.	Can we get a copy of current route schedule in excel or word format.	Provided on website.