

**RFP #MOUTD\_2020\_01**  
**Addendum #2**

Date of Addendum: July 2, 2020

**NOTICE TO ALL POTENTIAL RESPONDENTS**

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

<b>Request for Proposals</b>		
Item	Section	Description of Change
IV.	TAB D References	In item 9(b), removed “and the methods used by the firm to increase revenues for the client.” Item 9(b) should now read as follows: “Indicate the dates and length of time the firm served each client and the size of the project(s) executed.”
IV.	TAB E Required Forms and Acknowledgements	In item 10(g) removed “References” and replaced with “Disadvantaged Business Enterprise”. References should be included in TAB D. Item 10(b) now reads as follows: “Disadvantaged Business Enterprise.”

<b>Questions and Responses</b>	
<i>The following questions and responses are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP, Attachments, or Exhibits has been modified as noted above in the RFP section of this Addendum.</i>	
Item	Questions and Answers
1.	<u>Question:</u> Has a not-to-exceed budget for this project been identified?  <u>Response:</u> MOUTD has set the project budget at \$250,000
2.	<u>Question:</u> When does MOUTD require the project to be completed?  <u>Response:</u> Required completion will be set at the time of contract negotiation; however, MOUTD is targeting a 10-12 month schedule.
3.	<u>Question:</u> When was the most recent planning effort for EZ-Rider completed? Can that report be made available to proposers?  <u>Response:</u> MOUTD’s current staff is not aware of any previous planning efforts

4.	<p><u>Question:</u> Have any rider surveys been conducted within the last three years? If so, can those survey reports be made available to proposers?</p> <p><u>Response:</u> Yes, MOUSD will provide the annual rider surveys for the last (3) years upon to proposers upon request.</p>
5.	<p><u>Question:</u> Will the MOUSD provide its Title VI Program and Public Participation Plan to proposers?</p> <p><u>Response:</u> Yes, MOUSD will provide its Title VI Program and Public Participation Plan to proposers upon request.</p>
6.	<p><u>Question:</u> Does MOUSD maintain any databases of customers and/or interested parties that could be used for outreach (especially in light of COVID-19)?</p> <p><u>Response:</u> No, MOUSD does not maintain a database of customers or interested parties that could be used for outreach. However – and particularly if current conditions persist – MOUSD can solicit customers who are willing to be contacted by phone or email and will provide that information to the successful proposer.</p>
7.	<p><u>Question:</u> What data generated by the Ride Systems vehicle locators and the Genfare GFI fareboxes will be made available to the successful consultant?</p> <p><u>Response:</u> MOUSD can provide the GTFS data from RideSystems and the Daily Probing Summary and Daily Route Summary from Genfare GFI.</p>
8.	<p><u>Question:</u> Please clarify the last three items listed under Tab A, Item 2 (company profile). What kind of identification is generally required to identify “authorized staff”? By “customer service support” are you referring to MOUSD’s ability to contact the project team?</p> <p><u>Response:</u> The proposer should provide information on how it will communicate to MOUSD what staff members have been assigned or authorized to charge time and resources against the project, how changes to such will be communicated with MOUSD. “Customer service support” refers to who will be the point(s) of contact for MOUSD from the project team.</p>
9.	<p><u>Question:</u> Please clarify the last item for inclusion under Tab D – “methods used by the firm to increase revenues for the client.”</p> <p><u>Response:</u> This is a typographical error and is removed per this addendum.</p>
10.	<p><u>Question:</u> The RFP includes two forms under Exhibit F (DBE), both of which say they should be included in the original solicitation. Should these forms be included under Tab E? If so, is there a desired order in which they should be placed?</p> <p><u>Response:</u> Yes, the DBE forms should be included in TAB E. They should replace Item “10(g) References,” per this addendum.</p>

11.	<p><u>Question:</u> Should the three references required on Attachment M in Tab E be the same references as those included under Tab D? Please confirm the References form (Attachment M) is to be included in Tab E rather than Tab D (with other reference information).</p> <p><u>Response:</u> This is a typographical error. Attachment M: References should be included in TAB D per this addendum.</p>
12.	<p><u>Question:</u> Please confirm the Pricing Sheet (Attachment O) is to be included in Tab E rather than in Tab B (with other pricing information).</p> <p><u>Response:</u> Yes, Attachment O: Pricing Sheet should be included in TAB E. The information provided in TAB B should be of sufficient detail to support and explain the costs in the Pricing Sheet.</p>

**END OF ADDENDUM**