

REQUEST FOR PROPOSAL

Addendum # 1



Department Of Executive Services
 Finance and Business Operations Division
Procurement and Contract Services Section
 206-684-1681 TTY Relay: 711

ADDENDUM DATE: February 26, 2008

RFP Title:	Demand-Responsive Transit Service (DART) in King County
RFP Number:	1004-08
Revised Due Date/Time:	March 27, 2008 - 2:00 p.m. PST
Buyer:	Paul Russell, paul.russell@kingcounty.gov , 206-263-9317 Alt: Jim Engan, jim.engan@kingcounty.gov , 206-263-9311

PART A			
1	Part A Section 1.1 Schedule Pg 5		<p>DELETE the following dates</p> <p>February 26, 2008 Last questions due, in writing</p> <p>March 6, 2008 Proposals due</p> <p>March 13, 2008 *Evaluation/Negotiation of Proposals begins</p> <p>April 15, 2008 *Evaluation/ negotiation complete</p> <p>June 1, 2008 *Execute Contract and issue Notice to Proceed</p> <p>REPLACE WITH:</p> <p><u>March 17, 2008</u> Last questions due, in writing</p> <p><u>March 27, 2008</u> Proposals due</p> <p><u>April 1, 2008</u> *Evaluation/Negotiation of Proposals begins</p> <p><u>April 25, 2008</u> *Evaluation/ negotiation complete</p> <p><u>May 1, 2008</u> *Execute Contract and issue Notice to Proceed</p> <p><u>September 20, 2008</u> Start of Service</p>
2a	Part A Section 1.19 Proposal content Requirements Pg 9	Please clarify whether divider tabs, table of content, and the two page executive summary are included in the 100 page limit for the Technical and Management Proposal Responses and/or for Tab E.	<p>CLARIFICATION:</p> <p>The tabs, executive summary pages and any pricing assumptions submitted will not count toward the 100 pages proposal limit.</p>

2b		Is it acceptable to include in Tab E specific information used to respond to questions in the Technical or Management Sections. Examples include: the vehicle manufacturer's specification sheet referenced in the Technical Section 2.2 B.2 Vehicle Description; agreements referenced in Technical Section 2.2 D.2 Facilities and Equipment Description; and financial statement referenced in the Management Section 2.3. C.1?	<p>CLARIFICATION:</p> <p>No it should be under the appropriate Tab.</p>
PART B			
2a	Part B Section 2.8 Pricing Pg 17	Verify our understanding that as part of your proposal response, the proposer will submit pricing for five years including your anticipated labor costs. If you are awarded the contract King County will consider adjusting your proposed labor rates for the fourth and fifth year of the contract by the Consumer Price Index. For years 6 and 7 the rate negotiations would extend to more than just the CPI adjustment for labor.	<p>CLARIFICATION:</p> <p>Yes, that is mostly correct. The County has allowed for negotiating Labor rate adjustments before the end of the Initial 5 year term, namely at the beginnings of Contract years 4 and 5. During the potential optional years 6 and 7 any Contract issues are open for negotiation. The CPI is one of the indexes that could be used for price adjustments.</p>
2b		If the county decides to use a group of regional service stations and the impact of this decision increases labor hours/cost will the county adjust the hourly service rate accordingly.	<p>ADD as fourth paragraph to 2.8</p> <p>If a decision or direction by authorized county employee results in a higher operating cost to the Contractor for the performance of this contract, an adjustment to the Contractor's compensation may be negotiated at any time during the initial term of the Contract or during the Option periods.</p>
3	Part B Section 2.9 Fuel Cost Adjustment Pg 17	<p>Refers to fuel cards, but this reference is not repeated on Part C, Page 19. Clarify how fuel will be reimbursed under this contract.</p> <p>This adjustment Indicates that fuel cost will be a pass-through; does this apply to both revenue and non-revenue vehicles.</p>	<p>CLARIFICATION:</p> <p>The County has removed the option of using the County fuel card for fueling the vehicles, but since the fuel is paid directly by the County as a pass-through this option could be revised during negotiations, or later after award of the Contract.</p> <p>DELETE Section 2.9 in its entirety</p> <p>REPLACE WITH:</p> <p>Section 2.9 Fuel Cost Adjustment</p> <p>A. Fuel adjustment applies only to Revenue Vehicles & Service Supervisor Vehicles.</p> <p>B. In recognition of the difficulty of estimating and anticipating the cost of fuel of the term of this Agreement, the parties agree that,</p>

			<p>subject to the covenants and procedures set forth in this section, the Contractor's monthly invoice shall include the direct cost of purchasing fuel specifically for the DART service.</p> <ol style="list-style-type: none"> 1. The Contractor shall compute and submit as part of the monthly service invoice the fuel cost incurred by the Contractor for that month. The fuel cost shall be based on the cost per gallon multiplied by the actual number of gallons purchased for the operation of the County's DART service. Any fuel credits the contractor is eligible for will be deducted from the monthly invoice. 2. The Contractor agrees to submit such documentation of actual fuel costs as the County may require, including copies of receipts, charge slips, fuel supplier or vendor names and addresses, vehicular mileage figures, and other data which may substantiate the cost and use of fuel for the service. The County will not be obligated to pay any fuel costs absent such documentation. The Contractor agrees that it shall, to the maximum extent possible, obtain fuel at the lowest price available to the Contractor. 3. At some time in the future the County may have a group of regional service stations under contract and may, where practical require the Contractor to purchase the gas at these locations.
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PART C

4a	Part C Section 1.1 Introduction Pg 3	Please identify the project start date. The published schedule identifies June 2008 for issuance of the Notice to Proceed with an estimated 90 day start-up period; however, on page 3 of Section C, the service start date is identified as June 2008.	<p>CLARIFICATION:</p> <p>The Contractor will begin providing DART service under this contract on Saturday, September 20, 2008.</p> <p>A Notice to Proceed is anticipated to be issued by May 1, 2008.</p>
4b		Comment on the adequacy of a 90 day start-up period given the requirement to procure a new vehicle fleet. Vehicle delivery schedules are typically in excess of the proposed 90 day start-up period.	<p>CLARIFICATION:</p> <p>The service start date has been extended to September 20, 2008 to allow adequate time for procurement and delivery of new vehicles as required under this contract.</p>
4c		Describe Transit NOW and new Ferry	ADD as third paragraph to Introduction

		district and impact on this contract.	The County anticipates the DART program will grow substantially over the next five years due to additional transit funding resulting from the passage of Transit NOW last fall and the recent formation of a new King County Ferry District. While no specific new routes have been identified at this time, discussions have been underway concerning the use of DART to provide circulator service within several King County cities and to provide service connecting riders with possible ferry terminal sites. For evaluation purposes, the RFP's price sheets include projected program growth assumptions over the 5 year term of the contract.
4d		Will proposers, who contract with King County Metro for the delivery of ACCESS service, be allowed to use equipment, software, and/or staff directly supported or provided by King County Metro for DART operations?	CLARIFICATION: Firms may propose using facilities, equipment or software funded by another party, including the county. Any costs to the county's DART program for the use of such facilities, equipment or software must be identified in the firm's proposal. Any expense to the DART program for using facilities, equipment or software funded by the County's ACCESS program will be considered as part of the price evaluation of the proposal. Dedicated staff for the DART program must be provided as specified in the RFP.
4e		Will proposers, who contract with King County Metro for the delivery of ACCESS service, be allowed to co-mingle and/or co-locate DART operations with ACCESS operations? If so, will it be expected that the ACCESS service rate will be adjusted and the DART contract be attributed its appropriate share of the management, facilities, and maintenance cost?	CLARIFICATION: Proposals will be evaluated based on the ability to operate the county's DART service as a distinct, separate operation. Firms proposing to co-mingle and/or co-locate the DART operations with any other program or services must clearly demonstrate how the RFP requirements for dedicated DART staff and vehicles will be met. Proposed cost savings and economic efficiencies resulting from sharing resources with another program will be weighed against the need of the DART program to compete for the availability of those resources on an ongoing basis. The first priority of the DART program is to provide safe, reliable quality service to the general public, any firms proposing to share resources with another program must clearly show in its proposal how this priority will be met.
5	Part C Section 1.10 Primary Vehicle Specification, H. General	Mentions the paint scheme for the vehicles. Who is responsible for painting the primary vehicles? If the contractor is responsible for painting these vehicles, provide colors by Pantone number and the paint design	ADD after the first paragraph in Subsection H: Contractors shall provide new vehicles with solid white exteriors. The County will be responsible for any other exterior painting.

	Pg 17	scheme for the vehicles.	
6	Part C Section 1.11 Standby Fleet Specifications Pg 17	Please comment on the requirement for a 13 vehicle stand-by fleet of non-dedicated vehicles. This requirement assumes proposers have access to a vehicle fleet being used to provide other services. Would King County consider reducing the number of required stand-by vehicles for proposers who will dedicate the availability of stand-by vehicles to the DART service?	CLARIFICATION: Proposers shall have a standby fleet of 13 vehicles as specified in the RFP available for service beginning September 20, 2008. The vehicles must be under the contractor's control and located in the Puget Sound region. This standby fleet of used vehicles is required for use in emergencies situations, to address potential capacity issues on existing routes and to allow for implementation of new routes in a timely manner.
7	Part C Section 1.13 Fuel cost Adjustment Pg 19		CLARIFICATION: Replaced by updated PART B Section 2.9 Fuel cost Adjustment DELETE Section 1.13 in its entirety
8	Part C Section 1.19 Liquidated Damages Pg 23	Refers to performance standards and liquidated damages. Are these the same liquidated damages in place for the current contract? What value of liquidated damages has been assessed to the current provider over the past 5 years?	CLARIFICATION: The current liquidated damages have not been changed for the new contract. No financial penalties or liquidated damages have been assessed to the provider under the current contract within the past five years.
9a	Part C Section 1.21 Telephones, Fax, E-mail Pg 25	Describe the current farebox and the process for changing over to the Smart Card farebox.	CLARIFICATION: The Contractor will be responsible for purchasing fareboxes in accordance with the RFP specifications in Part C, Section 1.10. It is anticipated that in 2009 the region will be move to a fare collection system using smart card technology. Cash fares will continue to be collected using the current fareboxes, but passes will have a smart card chip that will require passengers to present to equipment on the buses. Metro buses, including DART vehicles, will have additional equipment (Fare Transaction Processors) installed. It is anticipated for the DART vehicles these will be portable units that will need to be removed at the end of each day and placed in modems to download data. The smart card equipment will be purchased by the County for the DART service. The County will negotiate with the DART contractor the installation of this equipment and any additional costs not accounted for in the contractor's proposal. The Contractors retained cash fares are anticipated to decline as passengers migrate to the Regional Fare card. The County will directly retain any funds that pass outside of the

			cash fare box, including all funds passing through the Regional Fare card.
9b		Describe communication between ships and shore for new County ferry runs that may be serviced by the DART.	CLARIFICATION: It is assumed that any DART routes whose primary function is to connect with ferry service will have the ability for direct communications between the DART drivers and the ferry captains. This has been accomplished in the past using Nextel two-way radios.
10	Part C Section 2.1 General C. Business Entity and Financial Information #6	Proposal Question – Part 2.1 General – C.6, references evidence of adequate financial stability and refers the proposer to PART A, Section 2.3 Responsiveness and Responsibility. Section 2.3 references the submittal of information, but doesn't identify the information being requested. Please provide clarification if there is specific information you would like to see in the Proposer's response to this question.	ADD to #6 Provide most recent financial report, either annual report or audited financial statement.
11	Part C Section 2.4 Price Proposal C. Vehicle Hour Summary Pg 35 Price pages Pg 37	Clarify whether the hours shown on the price pages are Revenue Hours (First Stop to Last stop) or Total Hours (gate to gate) for the service In order to accurately develop our anticipated maintenance costs, provide the total miles and revenue miles anticipated for this service.	CLARIFICATION: Revenue hours is counted from the first stop in the morning to last stop DELETE: chart in C Vehicle Service Hour Summary in its entirety REPLACE WITH: Attached table #1
12a	Part C Section 2.4 Price Proposal Price pages Pg 37		DELETE: Pricing Pages in its entirety REPLACE WITH Attached Table #2 Price Sheet in Excel
12b			ADD: to C. Price Sheet Instructions e. e. Additional Buses that may be required under Options 1-4 to support an increase in delivered service hours will be provided by the County and assigned to the Contractor through a Separate Bailment Contract. f. In the Addendum #1 revised Price Sheets under the columns for Options 1-4 include all costs associated with expanded service, including expanded staffing and maintenance on additional buses. Do not include amortization for the additional buses. Note: the requirement that the Contractor provide and amortize the buses required for the initial service and reserve fleet is unchanged.

		tions, etc. 10 - 15 per day
G	What is the number of wheelchair loadings per month per run?	Average number of Lift Trips per Month in 2007 <ul style="list-style-type: none"> • 291 - 3 • 901/903 - 111 • 908/909 - 46 • 914/916 - 513 • 917 - 14 • 918 - 2 • 919 - 22 • 925 - 36 • 926 - 1 • 927 - 5 • 935 - 12 • 773 - 12

Table #1 Part C Section 2.4 Price Proposal C. Vehicle Service Hour Summary

DART	Routes	Service Supervisors	Dispatch Schedulers	Primary Vehicles	Annual Service Hours	Revenue Miles	Est Annual Cash Fare Revenue
Current routes	291 901 / 903 908 / 909 914 / 916* 917 918 919 925 926 927 935 773 (seasonal)	4	4	37	(Actual in 2007) 67,400 hrs For range from 50,000 hrs to 75,000 hrs	786,537 (2007)	\$146,769 (2006 - actual) \$143,709 (2007 - actual) \$148,000 (2008 - projected)
Option #1 increase up to 17,600 hrs		4	4	39	75,001 hrs to 85,000 hrs	850,000	\$178,000
Option #2 increase up to 27,600 hrs		4	4	41	85,001 hrs to 95,000 hrs	905,000	\$200,000
Option #3 increase up to 37,600 hrs		5	5	43	95,001 hrs to 105,000 hrs	960,000	\$222,000
Option #4 increase up to 47,600 hrs		5	5	45	105,001 hrs to 115,000 hrs	1,025,000	\$244,000

*Note 1: Routes 914/916 are currently Free to the public (so no fare is collected).

Note 2: Productivity per Hour is currently 10 and contractually shall not decline.

Attached [Table #2 Part C Section 2.4 Price Proposal Price Sheets in MS Excel \(26 KB\)](#)