

VVTA RFP 2018-14 OPERATIONS AND MAINTENANCE SERVICES ADDENDUM NO. 1

Thursday, June 21, 2018

This addendum is provided to all known prospective proposers for clarification of the subject Request for Proposal (RFP).

The following questions and answers were posed during the Pre-Proposal Meeting/Job Walk held on Friday, June 8: (This is a transcription from the voice recording)

Q1: "...on page 13 regarding many agencies will start with wages dot... (is this) the minimum threshold or that's just industry. What's the guidance for that?"

A1: "In the original VVTA release, there was some language which (Kevin) had asked to be changed and where it says suggested a rate of \$15 an hour. VVTA certainly didn't want to suggest a particular rate, and proposers should not consider \$15 as a minimum threshold. However, VVTA understands that bus operators have a huge responsibility including road safety and the safety of the passengers, so starting drivers off at minimum wage is unconscionable. Proposers should consider a starting wage for bus operators that will reduce turnover and improve the quality of applicants.

Q2: "... on page 17, duty to maintain the facilities. Section three talks about our responsibility to maintain and replace equipment, et Cetera. And then section three talks about the agency covering major capital equipment. Would you be able to define what a threshold might be? \$500, a thousand dollars, et Cetera, between what they might be responsible for versus what the agency might be responsible for.

A2: VVTA needs to be assured facility equipment and components are maintained properly. VVTA will participate in the cost for replacing components and major equipment such as the HVAC system, CNG compressors, solar panels and inverters, etc. if the cost of repairs or components exceeds \$1,000 and if it is a repair and not normal preventative maintenance as outlined in VVTA's facility maintenance plan and if in VVTA's opinion the equipment has been properly maintained by the contractor. VVTA has a preventive maintenance plan for facility equipment and components which must be followed by the contractor.

Q3: "What were the fare box was there's reference to GFI for fixed route buses, but it doesn't specifically say what kind of fare box goes on there. Are those the diamond dropbox, dropbox, dropbox for the GFI or equipment? It talks about you providing et cetera. Do you have the rolling version that can be taken away by our cart or do you have to have those that go back and forth or his staff taking money out of the vault and bagging it?"

A3: currently VVTA uses the GFI Odyssey electronic fare box. VVTA has rolling bins available. The current contractor removes the money daily, bagging it and has it picked up after they bag it three times a week. (VVTA does have a backup rolling system for the three bins in the yard.)

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Q4: "I didn't notice in the RFP (the cash) pickup frequency of being deposited."

A4: "(Pickups are) three times a week.

Q5: "It says daily in here. Can you clarify because there's difference between every day and all that kind of stuff?"

A5: "Fareboxes are dumped daily and the cash has to be counted daily. However, our armored car pickup is done three times.

Q6 "So this manually counted, which is why they pull it out?"

A6: Correct VVTA has coin and currency counters available.

Q7: "...the anticipated date of award and the anticipated start date are very compressed. Have you considered either making the award earlier or (start) later?"

A7: VVTA is shooting for August for the award and the start of the contract on October 1st – the beginning of the Federal Fiscal Year.

Q8: "One other question and I'm not sure you'd be able to address it. It has to do with collective bargaining agreement. The responsibility of Transdev to pay retroactive pay. I'm considering six months have gone by without a contract. Is, is that something that VVTA will be involved in or is that something that we would have to negotiate with the incumbent?"

A8: This is between the Proposer, the Union, and Transdev. VVTA is not involved with the Union Contract nor its negotiation.

Q9: "I noticed that the evaluation criteria have significantly changed since the last. What if you could comment on what message we're supposed to take from, from that, if you can comment on it."

A9: There is no comment. VVTA routinely reviews RFP and bid language including evaluations in efforts to improve them.

Q10: "...would be necessary to ask duplicate questions from the first round of questions for the first RFP?"

A10: The questions and answers posed during the previous RFP will be included with this addendum.

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Q11: “vehicles which are being rehabilitated. Is that rehabilitation program still on the same schedule as it was before? Any changes?”

A11: The Bus Mid-Life Rehab project has been awarded and underway. The Vehicles included in the project are:

Lot 1 = 5ea. 2008 NABI units and 1 2010 NABI unit

Lot 2 = 4 ea. 2010 NABI units:

Lot 3 = 4 ea. Eldorado Axess units:

Q12: “The previous RFP had a DBE goal of 1%, but there is no goal in this RFP.”

A12: Caltrans stated that since VVTA’s goal is not a race conscious goal, VVTA is not allowed to post a Goal in this RFP. However, VVTA’s new 2019-2021 overall agency goal is now 2% and expects proposals to help towards this goal.

Q13: “Is Transdev using a subcontractor for the goal? Can we find out who it is?”

A13: The information is included in the questions and answers provided with this addendum.

The following questions were posed prior to the deadline for questions on Friday, June 8, 2018, along with VVTA’s responses:

Q14: “There is contrasting information in Exhibit G-2 and the RFP timeline regarding the Contract Commencement date. Could VVTA please confirm the correct date?”

A14: VVTA’s intends to have the Board of Directors approve the contract award at its August 2018 meeting with the Contract State date as October 1, 2018.

Q15: “Please provide the number of pullouts by mode?”

A15:

Pull Outs	MB	CB	DR
Barstow	7	2	3
Hesperia	45	5	31

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Q16: "Prose provide the status of (Full-time or Part-time) of the operators on the seniority list. Also, please let the operators by mode."

A16:

Operators	MB/CB	DR
Barstow	38	4
Hesperia	100	17

Q17: "Please provide the current wage rates for all employees."

A17: Please see Exhibit U-1 Current Union Contract

Q18: "We recognize VVTA wants the proposers to arrive at our own staffing plan. However, we would like to understand the current staffing assignments. Can VVTA provide the number of mechanic and vehicle service personnel assign to the Hesperia Facility?"

A18: The current vendor has 19 mechanics, 1 service advisor, and 3 shift supervisors for vehicle maintenance along with 11.25 FTE's for fueling and cleaning the buses.

Q19: Can VVTA provide the number of mechanics and vehicle service personnel assigned to the Barstow facility?

A19: The current vendor has 3 mechanics and 1 bus cleaner/facility janitor/light facility maintenance person.

Q20: "RFP – Page 15 (L) Facilities Maintenance Plan – Please clarify; Is the requirement to have 1 (one) Facilities Lead and 3 (three) additional Facilities Technicians for a total facilities Technician staff of 4 (four); or is the requirement to have 1 (one) Facilities Lead Technician and 2 (two) additional Facilities Technicians for a total facilities Technician staff of 3 (three)?"

A20: 1 Facilities lead and 2 additional facility technicians for a total of 3 facility technicians. Please don't forget that VVTA is looking to embrace a new paradigm for facility maintenance staffing.

Q21: "Are the two (2) one-year extensions by mutual agreement or at the sole discretion of VVTA?"

A21: All changes to the contract are by mutual agreement.

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- Q22: "Please confirm that the following statement from the sample contract "This is a non-exclusive Agreement, whereby VVTA may, at its sole discretion, augment or supplant the Work with its own forces or forces of another contractor or entity. CONTRACTOR will cooperate fully with VVTA's staff or other contractor or entity that may be providing similar or the same Work for VVTA." is subject to 20% increase/decrease language of Section XIV of the Scope of Work.
- A22: The Scope of Work language is with regard to service changes. The contract language is to protect VVTA in the event anything happens, and another contractor is ever needed – it's one of those "just in case" clauses to protect VVTA's interests.
- Q23: "Please confirm that all liability insurance limits that are required can be met by any combination of primary and excess insurance.
- A23: Yes, that's correct.
- Q24: "18. Insurance: In the event Contractor purchases an Umbrella or Excess insurance policy(ies) to meet the minimum limits of insurance set forth above, this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies). Would an Umbrella/Excess policy that is written as broad as the underlying policy be acceptable?"
- A24: Yes, that is correct
- Q25: "All policies of insurance required hereunder shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar days written notice has been given to VVTA. Upon issuance by the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in limits, Contractor shall furnish VVTA with a new certificate and applicable endorsements for such policy(ies). The standard is to provide Notice of Cancellation 30 days, 10 Days for Non-payment, the current Cancellation language found on the standard ACORD form is "Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions". Please confirm that VVTA will amend the contract to the industry standard."
- A25: Per our Insurance broker, the language shall be changed to: "All policies of insurance required hereunder shall not be cancelled, except after 30 day written notice has been given to VVTA. Upon issuance by the insurer, broker, or agent of a notice of cancellation, Contractor shall furnish VVTA with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for VVTA, Contractor shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the expiration date of the expiring policy."

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Q26: "In the event any policy issue to expire during the work to be performed for VVTA, Contractor shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the expiration date of the expiring policy. Please confirm that VVTA will modify language to read "No less than fourteen (14) days after the expiration, cancellation or termination of any such policy, Provider shall supply VVTA with a new and replacement Certificate of Insurance."

A26: Per our Insurance Broker: All policies of insurance required hereunder shall not be cancelled, except after 30 day written notice has been given to VVTA. Upon issuance by the insurer, broker, or agent of a notice of cancellation, Contractor shall furnish VVTA with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for VVTA, Contractor shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 14 days after the expiration date of the expiring policy.

Q27: "Please confirm that no bid or performance bond is required."

A27: Bid, Payment, and Performance Bonds are NOT required for this RFP.

Q28: "Could you please provide an estimated facility maintenance cost for the new Barstow facility?"

A28: The new facility will include:

2400 sq ft of Operations space;

6000 sq ft of Maintenance space including 3 work bays;

Plus, a Bus Wash and Steam Bay;

Drive through parking for 25 buses: 13 40' Transit Buses and 12 28' ADA cutaway buses with room to expand

CNG facility with upgrades.

Construction of the new facility is expected to start in the next few months with completion within the next year.

Q29: "Has VVTA assessed performance penalties/liquidated damages in the past and if so how often and how much?"

A29: VVTA prefers to work as a team with the contractor but if necessary will and has assessed performance penalties/liquidated damages.

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Included with this Addendum are the Questions and Answers from the previous RFP. References to attachments in the document were included as Exhibits to this RFP.

Lastly, the sign-in sheets from the June 8th Pre-proposal meeting and Job Walk also included as an attachment to this addendum.

As stated in the RFP, all addenda must be acknowledged. Please use Attachment I of the RFP to acknowledge receipt of this addendum. Failure to acknowledge any addenda to this RFP may deem a Proposer "Non-Responsive."

All other terms and conditions of the RFP remain in full force.

VVTA RFP 2017-13 OPERATIONS AND MAINTENANCE SERVICES ADDENDUM NO. 4

Thursday, March 1, 2018

This addendum is provided to all known prospective proposers for clarification of the subject Request for Proposal (RFP).

The following are questions submitted by potential proposers prior to the published deadline for questions, 5:00 PM (Pacific Time), Friday, February 16, 2018. The answers from VVTA staff follow each question:

Q1: "I started reviewing the RFP documents and noticed that Attachment A-1 is not included.

"This Attachment should have the listing of all the revenue hours and miles for each of the services that would indicate the levels of services to propose on.

- "Could you please provide Attachment 1?"
- "Could you include the revenue, deadhead and total hours and miles for each of the services?"
- "If possible, could you break this out by facility operated from?"

A1: Attachment A-1 is incorrectly referenced in the document. The correct document is named "Exhibit A-1"

- See RFP Exhibit A-1
- See RFP Exhibit A-2
- ADA runs the same time and days as Fixed.

Q2: "Please provide the Attachment G-2 Price Sheet – Variable Hours since it was not included in the Addendum No. 1."

A2: Exhibit G-2 is now included in Addendum No. 4, Attachment 2 – Exhibits in fillable format.

Q3: "Attachment B-RR23: Please clarify the bonding requirements and would VVTA consider reducing the amount of the Performance Bond and eliminate the Payment bond requirement. Typical bond requirements in the transportation services industry range between 10% and 20% of annual revenue which is more commensurate with the risk of having to change contractors should the need arise. The reduced bond requirement will also increase the number of viable bidders and will reduce costs to VVTA."

A3: VVTA does not require a Payment Bond nor a Performance Bond for this solicitation.

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Q4: "During a typical transition, (PROPOSER) general proposes to hire the incumbent staff positions should they meet our qualifications. Please clarify the necessary Key Staff members that VVTA is requiring as part of the Management Team?"

A4: Please refer to the positions suggested within the Instructions to Proposers and the Exhibits which list the different positions.

Q5: "In order to be cost effective would you please consider lowering the Commercial General Liability and Commercial Automobile Liability Insurance coverage limit from \$20,000,000.00 to \$10,000,000.00 per occurrence and in annual aggregate for each policy."

A5: The limits were established by the Public Entity Risk Management Association (PERMA) of which VVTA is a member and approved by VVTA's Legal Counsel. VVTA is not changing these amounts.

Q6: "Attachment G-1 Total Price and Cost Components lists 7 base years and 3 option years for a total contract term of 10 years. Please clarify the term of the contract."

A6: Please reference RFP 1. Instructions To Proposers, page 4 of 33, B. Definitions: Contract Term: "...five-year base term and the two one-year option periods (if exercised by VVTA)."

Q7: "Please provide the current OTP attained in the last 12 months for all stops."

A7: This information will be provided to the awarded vendor during the BAFO negotiation period.

Q8: "What is the recording pace of VVTA's current GPS Tracking system?"

A8: Approximately 6-30 seconds.

Q9: "I noticed that there is no reference to the Start Date for Service? Will this be a July 1st service start or sometime in the fall?"

A9: Approximately July 1st, 2018.

Q10: "Will the Pre-Bid meeting sign-in sheet be published?"

A10: Please refer to attachment Q10 – Pre-Proposal Meeting Sign In Sheets

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Q11: "What was the CNG fuel consumption total for each location (Hesperia/Barstow)?"

A11: Since VVTA pays the cost for fuel this information is not pertinent to this solicitation and resulting contract.

Q12: "RFP Section B, Page 4: Definitions, Contract Term -- Request the right to extend the contract be mutual."

A12: This will be addressed during the BAFO negotiation with the awarded contractor.

Q13: "RFP Section B, Page 6: 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.)."

A13: This is decided on a case by case basis with extreme weather or incidents most likely to be favorably reviewed...non- incident related traffic will not be considered.

Q14: "RFP Section B, Page 6: For paratransit service, please clarify if revenue hours begins (sic) at the first pick-up, even if that pick up is a no show."

A14: Yes

Q15: "RFP Section h.IV, Page 11: Are there any subcontractors currently operating service? If so, please provide information for each subcontractor to include services provided and their contact information."

A15: Each proposer is expected to find their own subcontractors as some proposers may not choose to use any subcontractors.

Q16: "RFP Section M.1.I, Page 15: "Optional Facility Maintenance Plan - Please clarify "Optional". Will Contractors be required to provide Facility Maintenance and Repairs OR do Contractors provide the pricing for these services as an Option, not included in the base costs. Can Contractors elect not to provide Facility Maintenance?"

A16: Contractor determines whether it provides the maintenance in-house or through an outside contractor.

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Q17: "RFP Section M.1.m, Page 15: Optional Facility Maintenance Staffing Plan -- Please clarify "Optional". Will Contractors be required to provide Facility Maintenance and Repairs or do Contractors provide the pricing for these services as an Option, not included in the base costs. Can Contractors elect not to provide Facility Maintenance?"

A17: Contractor determines whether it provides the maintenance in-house or through an outside contractor.

Q18: "RFP Section M.1.I, Page 15: Exhibit 5-1 Contractor Proposed Staffing Wages - This form includes line items for Facility Maintenance personnel however Section M.1.m and M.1.I indicate Facility Maintenance is Optional. How should Contractors complete this form given some positions are 'optional'?"

A18: The provision of these services is not optional. The option is whether the contractor wishes to provide them with their own staff or subcontract out those "called out" options.

Q19: "RFP Section M.1.I, Page 15: Exhibit G-1 Total Price and Cost Components - This form does not include lines or area for 'optional' Facility Maintenance. How should Contractors price and include Optional Facility Maintenance expenses?"

A19: Facility Maintenance is not optional. It up to is the Contractor to recommend how to provide – in-house or contracted.

Q20: "RFP Page 17: Noting there is a 1% DBE Goal, please provide a current listing of DBE vendors used and their contact information so that they may have the opportunity to continue providing services under this contract."

A20: Silver State Transportation, 5113 Alpine Place, Las Vegas, NV 89107. (702) 822-2190. info@silverstatetransportation.com. Transtrack, 265 Belmont Ave., Long Beach, CA 90803.(562) 987-4755..

Q21: "RFP Section II, Page 18: Please clarify who is responsible for fuel for Shop Trucks given they are not considered 'non-revenue vehicles' per RFP page 5."

A21: Please refer to A22 below

Q22: "RFP Section II, Page 18: Please confirm VVTA pays for all fuel for VVTA provided vehicles and the Contractor is responsible for the fuel for Contractor provided support shop trucks/cars."

A22: VVTA pays for all non-revenue vehicles regardless of who owns them. The only exception is the vehicle and fuel for the Contractor's General Manager.

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Q23: "RFP Section 6.b, Page 30: Please confirm that any Q&A responses will be incorporated into the Contract documents and would not need to be included in the proposal document as a reference or exception to the draft documents."

A23: Responses in the proposal should be in response to the Addenda, if there are specific areas requiring change per the Addenda. The sample contract states, Attachment A, Page 2, "Exhibit 1 – RFP NUMBER 2017-13, RFP TITLE: OPERATIONS AND MAINTENANCE SERVICES, including Addenda and all Attachments, including Attachment A – Scope of Work." Then further states, "This Agreement and the other Exhibits mentioned constitute the entire Contractual Agreement between the parties," within the following paragraph.

Q24: "Addendum 1: Extension - Please provide a two week extension for the Due Date. With responses anticipated to be provided by February 22nd, Contractors will need time to review the response and work through the information, pricing and production of the final proposal. Proposal documents need to be shipped two days prior to the deadline to ensure deliver since any weather or shipping problem by UPS or Fed Ex could cause a late submission and disqualification."

A24: Please refer to Addendum no. 3.

Q25: "Addendum 1 - Please provide the Start of Service date. This did not appear to be in the RFP documents or schedule."

A25: Please see the A9, earlier within this addendum.

Q26: "RFP Section 19, Att A – Page 21: Request striking all references to the indemnification of volunteers. Request language modification to similar to the following: 'To the furthest extent allowed by law, Contractor shall indemnify, hold harmless and defend VVTA and its members, board member, officers, officials, employees, and agents (the "Indemnified Parties") and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to, personal injury, death at any time and property damage) arising from and claim or demand which may be made by any person, firm, or corporation, or any other entity arising from or caused by any act of neglect, default or omission of Contractor in the performance of the Agreement, except to the extent that such claim or demand arises from or is caused by the negligence or willful misconduct of Indemnified Parties, passenger upon passenger violence, routing and Contractor's good faith adherence to VVTA's directives and policies and procedures. "

A26: This will be addressed during the BAFO negotiation process with the awarded contractor.

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Q27: "Section 25, Att A Page 24: Request further detail on resolution process once Contractor has submitted a claim."

A27: This will be addressed during the BAFO negotiation process with the awarded contractor.

Q28: "RFP Section RR-23, Att B- Page 16: The Bond language is for construction contracts, please confirm that the Bonding language does not apply to this contract."

A28: Please refer to A3, above.

Q29: "RFP Section RR-26.a, Att B- Page 25: Attachment B Section RR-26 and Attachment A Section 9A -- Request that language be added to the Termination for Convenience section providing for a minimum of sixty (60) days notice. Would also request that the section be mutual language allowing for either party to exercise with proper notice."

A29: This will be addressed during the BAFO negotiation process with the awarded contractor.

Q30: "Section RR-26.b, Att B - Page 25: Attachment B Section RR-26 and Sample Contract Section B -- Request that the length for curing be increased to a minimum of thirty (30) days allowing for a full months activities to be evaluated"

A30: This will be addressed during the BAFO negotiation process with the awarded contractor.

Q31: "Section RR-22, Att B – Page 15: Transit Employee Protection - Please confirm the Contractor will not be liable for any outstanding economic liabilities like an underfunded pension program. If there is a current liability that will transfer, please provide the details and dollar amount."

A31: If there is an issue, this will be addressed during the BAFO negotiation process with the awarded contractor.

Q32: "Exhibit A-1: Exhibit A-1 does not include the Route Timetables. Could VVTA provide all route timetables in an Excel workbook/spreadsheet."

A32: These are available on the VVTA website.

Q33: "Exhibit A2: Routes - Please provide a list of routes that are operated from the Barstow yard and which routes are operated from the Hesperia yard."

A33: Please refer to attachment Q33, included with this Addendum.

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Q34: "Exhibit B-1: Fleet List - The list is titled Hesperia. Is there a list of buses that are specifically garaged in Barstow? Please note which buses are operated from the Barstow yard and which are operated from the Hesperia yard.

A34: The Fleet list for Barstow is now included with this addendum, referenced as, "Addendum 4 – Attachment 1: Exhibit B-1 Barstow Vehicle Listing."

Q35: "Exhibit B-1: Exhibit B-1 lists 51 Revenue vehicles, 12 Non-revenue and 10 Admin vehicles. Please provide a revised complete fleet list. Page 7 of the RFP notes there are a total 115 Revenue Vehicles: thirty-three (33) 35'-40' transit buses, twenty-four (24) class E cutaway transit buses, sixteen (16) commuter and intercity buses, and forty-two (42) demand response"

A35: Please reference the fleet list in Exhibit B-1 included with the RFP for Hesperia and revised fleet list Exhibit B-1 for Barstow attached to this addendum.

Q36: "Exhibit B-1: Please provide additional information on the Agency provided fleet to include yard operated from, engine type, average miles operated per year. Please advise if the contractor currently provides any items on the bus [DriveCam, etc].

A36: Exhibit B-1 shows the yard that the vehicle is operated from, the engine make, and type of fuel. Average miles can be derived from dividing the life miles with how old the vehicle is. The contractor is currently providing a separate SmartDrive system (separate from VVTA's surveillance system).

Q37: "Exhibit B-1: Does the Agency have a vehicle replacement schedule that can be shared? The Exhibit B-1 fleet lists indicate buses 'on order'. Please provide a detail list of the buses that will be replaced by the ones on order and the timeframe anticipated."

A37: Please refer to Attachment Q37 – Bus Replacement

Q38: "Exhibit G-1: Please provide Exhibit G-1 Total Price and Cost Components form in Excel format. Please provide all other forms required to complete in either Word or Excel."

A38: The Excel version of all Exhibits required for submission are included in "Addendum 4, Attachment 2 – Exhibits in fillable format."

Q39: "Exhibit G-2: Please provide the Price Page G-2 note included in the RFP. Please provide all price pages in Excel format."

A39: Please refer to A2, above.

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Q40: "Section k, SW 2: Please clarify how many VVTA provided computers the Contractor is responsible for replacing and at what frequency. Please provide current age and condition for each unit."

A40: The Contractor is currently responsible for 22 VVTA computers and 44 monitors. All computers were just replaced with new units. Our current replacement policy is set at 5 years.

Q41: "Section C.1, SW 3: Please clarify how 'security for facilities' is currently provided and/or required by the Contractor. If security guards are required/recommended (sic) please provide the current name and contact information for the company providing these services."

A41: There are no security guards at the facility and the security guards at 2 transfer points (7th & Lorene and D Street) are contracted directly with VVTA. The facility is equipped with security cameras. Contractor is responsible for security automatic gates and entrance doors which are on timers.

Q42: "Section M, SW8: Please provide a list of the positions currently provided by the contractor for this operation noting which facility they are assigned to. Please indicate whether these positions are 100% dedicated to this contract."

A42: Please review the Instructions to Proposers, the Scope of Work and exhibit G-1.

Q43: "Section M, SW 8: 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 the current employees for this contract, and indicate position, full time or part time, length of service, current rate of pay and which facility they are assigned to."

A43: Confidential employee information may be provided to the awarded contractor during the BAFO negotiation?

Q44: "Section M, SW 8: Are the current drivers/employees part of a labor union? If yes, please provide a copy of the current labor agreement and the contact name and number for the union representative."

A44: Teamsters 166. The labor agreement is between the Contractor and the Union.

Q45: "Section M, SW 8: Please provide information regarding the current benefits and co-pays for the current employees to include drivers, maintenance and staff. Please include as many specifics as possible."

A45: This is up to the awarded proposer to provide and negotiate with the local union.

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Q46: "Section M, SW 13: Ron Turley & Associates (RTA) - Please provide the current version used and if there are any added modules provided like using tablets."

A46: RTA version 7.2.3.0.0 as of 2/26/2018. There are 6 tablets provided to maintenance, and 2 provided for Facilities. The added modules are Paperless shop, Paperless Inspection, Electronic Fuel, Tool Check Out, KPI, Best Practices, Image Viewer, and Watchdog.

Q47: "Would VVTA accept the Contractor doing a nightly data transfer into RTA?"

A47: No. RTA must be updated in real time except for fuel & mileage, that may be updated daily.

Q48: "Section V, SW 14: Please provide a listing of all remaining warranties for the fleet or provided equipment. Please provide reference Attachment B-2."

A48: Please refer to exhibit B-1 for new vehicles that will have new warranties.

Q49: "Section VI, SW 15: Are the CNG stations currently maintained by Contractor personnel or subcontractors? If subcontractors, please provide the name and contact information"

A49: CNG stations are currently maintained by Contractor personnel.

Q50: "Section, VII.D SW 16: Are the Facilities currently maintained by Contractor personnel or subcontractors? If subcontractors, please provide the name and contact information for each of the subcontractors/vendors for each key item or equipment to include HVAC, photovoltaic array, bus wash, etc."

A50: Both of the Facilities are currently being maintained by the contractor. If anything requires maintenance or repair outside of the capabilities of the contractor, and contractor solicits for the service on an as-needed basis. Any further discussion may be addressed during the BAFO negotiation.

Q51: "Section D. (6), SW 17: Please provide the "fair share" cost for both phone and internet services the Contractor is responsible. By establishing this amount based on current use then all Contractors can include the same amount in the pricing"

A51: The number of lines provided to the contractor and charge the percentage of the bill. Contractor pays for Barstow, including the internet.

Q52: "Section D.(6), SW 17: Please provide the make/model of the phone system and the capabilities (voicemail, call recording, reports, etc)"

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A52: The phone system is owned by VVTA, it is a VoIP system, and is manufactured by ShoreTel. The majority of the phones are ShoreTel model IP230 and IP480. There are currently 87 phones in use. They are completely and easily configurable by our IT department. Many of the features are configurable on each phone by the user. The phones are compatible with Microsoft Outlook. We have 2 servers. The first is the server for the main system and the other is for the ShoreTel Enterprise Contact Center (ECC). The system is capable of voicemail, call recording, and many reports for both phone usage and ECC performance.

Q53: "Section F.3, SW18: Please confirm the environmental audit performed at the end of the current contract will be shared with the incoming Contractor during the transition."

A53: Yes.

Q54: "Section F.3, SW18: Request the following language be included in any lease/agreement for the use of each facility: "Environmental Indemnification: Agency will be responsible for and agrees to indemnify, defend and hold Contractor harmless from any Environmental Conditions, as defined below, that existed on, in or under the Facility prior to when Contractor moves into the Facility. Contractor will be responsible for and agrees to indemnify, defend and hold Agency harmless from any Environmental Conditions on, in or under the Facility caused by Contractor during the term. The term "Environmental Conditions" means conditions where hazardous materials (as defined under applicable federal, state or local laws) are present to the extent that any reporting, remediation or other action is required under any such federal, state or local laws. References to "laws" hereunder includes all regulations, guidelines and other requirements thereunder, as amended and supplemented from time to time."

A54: No. This is covered in the environmental audit as part of any transition.

Q55: "Section XI.B.2, SW 23: Proposer Network - Please confirm or clarify the following: a) Contractor can install our own managed router and switch for segmented VLAN b) Is there rack space to support switch, router, ups, etc.? c) Will any additional cabling or other facilities work be required to support IT systems? d) Are the set-ups identical in both facilities? If not, please clarify each facilities setup for Contractors systems?"

A55: a) the contractor is on a separate internet connection. b) there is rack space for routers, switches and servers. c) there should not be any additional cabling or other facilities work required to the contractor's IT systems. d) the setups at both facilities are not identical at this time. Barstow has only one internet connection with separate VLAN. Both facilities are tied together through a dedicated 10/10 Verizon circuit at Barstow and a fiber 30/30 internet connection at Hesperia.

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Q56: "Section g, SW 24: Please provide fare revenue deposit amounts by day and service for a one month period of time. Which Armor Car service is currently providing these services"

A56: For January 2018, \$88,562.27. Guarda is the provider until March 19, 2018. The change will be with Loomis. All charges are at the Contractor's expense.

Q57: "Section F, SW 26: Are current staff levels meeting the information call requirements for keeping hold times to a minimum? If not, what times of day/week are challenging?"

A57: Please refer to the Instructions to Providers and the Scope of Work within the RFP.

Q58: "Section G, SW 26: What hours and days is the Reception open to the public and a staff person to be on duty?"

A58: 8am to 5pm, Monday through Friday.

Q59: "Section E, SW 29: Please provide a listing of any Incentives and Performance Penalties paid/charged over the past 12 months by category. Please clarify if the Performance Penalties listed in the RFP differ from the current contract."

A59: Performance Penalties were charged at the rate published in our previous and current RFP.

Q60: "Section F, SW 30: Request VVTA consider assessing liquidated damages only after the 3rd incident and where Proposer has not remedied situations within its control."

A60: This will be addressed during the BAFO negotiation with the awarded contractor.

Q61: "Section F, SW30: Request VVTA consider the following language so that Contractors are made aware of potential LDs in a timely manner: "VVTA must inform Contractor within seven (7) days of a listed violation of its intent to assess liquidated damages for such event and must bill for such liquidated damage within 31 days of its assessment. Failure to either timely notify or bill Proposer shall relieve Proposer of its obligation to pay liquidated damages for the particular event."

A61: This will be addressed during the BAFO negotiation with the awarded contractor

Q62: "Section 7, SW36: Are the APCs used for NTD reporting or is random sampling still performed"

A62: VVTA is currently doing random sampling.

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Q63: "NTC Commuter: Please confirm the Commuter routes to/from Fort Irwin deadhead back to/from their associated facilities for each run. If not, how are the buses/drivers handled midday?"

A63: AM commuters take buses out to Fort Irwin. Operators return in cars (3). PM operators take cars out to Fort Irwin and return with commuters in the buses.

Q64: "Please provide GTFS file for all routes to assist in reviewing the service"

A64: Please refer to Attachment Q64.

Q65: "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.

A65: VVTA does not pay a "variable" and "fixed cost" component to its current Contractor. VVTA pays a single rate per revenue hour. The total amount paid during the past 12 months is \$14,569,917.00

Q66: "Please provide/confirm the current revenue miles and hours; current deadhead miles and hours; and current total miles and hours for each of these services separately. Please provide the Paratransit totals by month for the last 12 months"

A66: Please refer to Attachment Q66 – Paratransit totals for past 12 month

Q67: "Please clarify the number of vehicles used in revenue service by day of week and peak service hours and number of buses in service at these times by service type."

A67: Please refer to A35, above.

Q68: "Please provide the current call volume, broken down by weekday, Saturday and Sunday to include hourly levels if possible. If possible, provide for Fixed Route information separate from Paratransit reservations, where's my ride, etc calls"

A68: The positions recommended in the Instructions to Proposers and the Scope of work cover the volume VVTA currently receives.

Q69: "Please provide detailed information for each Fixed Route to help with blocking and scheduling. Please include deadhead hours and miles, number of buses currently used on each route, which yard operated from, pull-out and return-to-yard times, etc."

A69: Please refer to A32, above

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Q70: "Please provide current run cut and paddles for all services and both yards."

A70: Run cuts will be the responsibility of the contractor, once awarded.

Q71: "Does the Agency have any requirements regarding support vehicles the Contractor supplies? Type, number, age limit, fuel type. How many shop truck and additional non-revenue vehicles are currently being supplied by the contractor? Are tow services currently provided by a vendor or the contractor employees with a contractor provided tow truck?"

A71: The fuel type will need to be CNG or unleaded to fuel onsite. There are currently 2 shop trucks in Hesperia and 1 in Barstow being provided by the contractor. Tow services are currently being provided by outside vendors at Contractor's cost.

Q72: "During the transition, please confirm VVTA will provide vehicles to the incoming contractor to perform training."

A72: Yes.

Q73: "Given the Contractor is responsible for major repairs, please provide the last 12 months history for major component replacement and repair for the Agency provided fleet."

A73: Please refer to Attachment Q73.

Q74: "Utilities - Please clarify who is responsible for the cost of utilities at the two facilities to include electric, gas, garbage, water, sewer, etc. If the Contractor is responsible, please provide the total amount paid for each utility for the past year."

A74: Utilities are VVTA's responsibility.

Q75: "Please provide a detailed Paratransit report showing trips by hour of day and day of week for a one-month period of time."

A75: Please refer to Attachment Q75.

Q76: "What is the current level of productivity for the Paratransit services? If available, please provide for weekday, Sat and Sun."

A76: Please refer to Attachment Q76

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Q77: "Please provide copies of the last three months of management reports from the Contractor."

A77: This information is available on VVTA's website within Board Agendas.

Q78: "Please provide copies of the last three months of invoices from the Contractor."

A78: Please refer to Amendment No. 4 – Attachment 4 – previous three months invoices from current contractor.

Q79: "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."

A79: Any amendments to contracts are negotiated and approved by mutual agreement with the awarded contractor.

Q80: "Please provide the Attachment G-2 Price Sheet – Variable Hours since it was not included in (the previous addenda)."

A80: Please see Addendum No. 4 – Attachment 3 – Exhibits in fillable format."

Q81: "Attachment B-RR23: Please clarify the bonding requirements and would VVTA consider reducing the amount of the Performance Bond and eliminate the Payment bond requirement. Typical bond requirements in the transportation services industry range between 10% and 20% of annual revenue which is more commensurate with the risk of having to change contractors should the need arise. The reduced bond requirement will also increase the number of viable bidders and will reduce costs to VVTA."

A81: Please refer to A3, above.

Q82: "Contractor is required to provide names and resumes of the Key Personnel in the RFP. Please clarify the positions that would be termed as Key Personnel."

A82: Please refer to A5, above.

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Q83: "In order to be cost effective would you please consider lowering the Commercial General Liability and Commercial Automobile Liability Insurance coverage limit from \$20,000,000.00 to \$10,000,000.00 per occurrence and in annual aggregate for each policy."

A83: Please refer to A5, above.

Q84: "Attachment G-1 Total Price and Cost Components lists 7 base years and 3 option years for a total contract term of 10 years. Please clarify the term of the contract."

A84: Please refer to A6, above.

Q85: "Please provide the current on-time performance attained in the last 12 months for all stops.

A85: Please refer to A7, above.

Q86: "What is the recording pace of VVTA's current GPS tracking system?"

A86: Please refer to A8, above.

Q87: "When is the estimated Notice to Proceed date?"

A87: Please refer to A-9, above.

Q88: "Do the work shifts for Mechanics at both Hesperia and Bartow Facilities cover twenty-four hours a day, seven days a week? Or is this coverage different on the weekends?"

A88: The Hesperia facility Maintenance department is 24/7. Barstow facility Maintenance department is currently 4:00AM – 9:30PM Weekdays and 7:00AM – 6:00PM weekends.

Q89: "How many Mechanics work out of the Hesperia Facility? Barstow Facility?"

A89: Please refer to the Instructions to Proposers and the Scope of Work.

Q90: "How many Vehicle Service personnel work out of the Hesperia Facility? Barstow Facility?"

A90: Please refer to the Instructions to Proposers and the Scope of Work.

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Q91: "How many Dispatchers work out of the Hesperia Facility? Barstow Facility?"

A91: Please refer to the Instructions to Proposers and the Scope of Work.

Q92: "How many Operators work out of the Hesperia Facility? Barstow Facility?"

A92: As many as your, if awarded the contract, run cut will require.

Q93: "How many Road Supervisors work out of the Hesperia Facility? Barstow Facility?"

A93: Please refer to the Instructions to Proposers and the Scope of Work.

Q94: "Please provide a breakdown of the current Mechanics skills and classifications."

A94: Please refer to the Instructions to Proposers and the Scope of Work.

Q95: "Does the current contractor subcontract out facility custodial/janitorial work? Or do they have sufficient personnel on their staff? If so, please identify the count and status."

A95: Please refer to A15, above.

Q96: "Who currently performs the optional facility maintenance services?"

A96: Please refer to A50, above.

Q97: "Please provide the names of DBE Vendors the current contractor utilizes.

A97: Please refer to A20, above.

Q98: "Please provide the current Collective Bargaining Agreement (CBA) for both locations."

A98: Please refer to A44, above.

Q99: "Will VVTA please provide the current wages and benefits for all current non-bargaining contractor staff?"

A99: Please refer to the Instructions to Proposers and the Scope of Work.

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Q100: "Will VVTA please provide the existing contractor's current staffing list, detailed by position, classification, and seniority?"

A100: Please refer to A43, above.

Q101: "Will VVTA please provide a list of the Fringe Benefits (i.e Medical, Dental, etc.) offered for all employees covered under this operation, along with a census of the participation rates for each type of coverage?"

A101: This will depend on the negotiation between the awarded proposer and the Labor Union.

Q102: "Will VVTA please identify approximately what percentage of employees work on average 30 or more hours per week?"

A102: As many as your run cut, if awarded the contract, will require.

Q103: "Will VVTA identify the annual averages of the utility costs for its operating facility?"

A103: VVTA pays for utilities.

Q104: "Will VVTA please confirm that the selected bidder is able to use some portion of the facility during transition for interviewing and training?"

A104: Yes

Q105: "Will VVTA confirm how many vehicles will be made available for training during the transition?"

A105: The number will be determined at the time of contract award.

Q106: "Will VVTA please provide the projected daily pull-outs for each mode of service?"

A106: Please refer to A7, above.

Q107: "Will VVTA provide the total number of tows that occurred in the last 12 months?"

A107: This information may be provided to the awarded contractor during the BAFO negotiation.

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Q108: "Will VVTA consider a one-week extension to allow sufficient time to process the responses to these questions?"

A108: Please see Addendum No. 3.

Q109: "Please confirm for which key positions a named individual with resume is required. For example, would a proposal that does not specifically identify our Facility Manager, Training Manager or Barstow Operations Manager still be compliant? This would allow us to consider incumbents in those positions if that individual(s) is interested and performing to the standards of VVTA."

A109: Please refer to A5, above.

Q110: "Regarding Facility Maintenance, would VVTA consider a proposal to utilize a computerized facility maintenance management system other than RTA?"

A110: No.

Q111: "The RFP limits proposers' cover letter to three pages. Are there any other page limitations on our proposal?"

A111: No. However, please keep the proposal responses specific to the requested information. Including cut sheets, product information, or other sales brochures not specifically requested by VVTA may deem proposal "Non-responsive."

Q112: "Proposers are required to provide shop truck(s). Are there any age or specification restrictions on the vehicle(s) we provide?"

A112: Yes, the Contractor provides its own vehicles, however, subject to VVTA's approval.

Q113: "Attachment A, Section F requires the Proposer to maintain or replace all vehicle components, including engines and transmissions. Would VVTA consider paying for major component rebuilds or replacement in cases where such components fail beyond their useful life?"

A113: The contractor is responsible for maintaining the vehicles, until VVTA decides to retire the vehicle. VVTA is currently soliciting for Bus Mid-life rebuilds.

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Q114: "Please detail those revenue vehicles for which engines or transmissions have been replaced and the mileage since replacement."

A114: Please refer to A73, above.

Q115: "Proposers are encouraged to provide a specific ratio of A, B and C technicians. Please provide the number of incumbent mechanics by skill category (A, B, C) and specify the numbers who have ASE certifications."

A115: Please refer to the Instructions to Proposers and the Scope of Work.

Q116: "The RFP describes sections on Facility Maintenance as "Optional". Please clarify the optional nature of the Facility Maintenance portion of our proposal."

A116: Please refer to A15 and A16, above.

Q117: "Please provide details on any DBE vendors that are currently participating in delivery of services."

A117: Please refer to A20, above.

Q118: "Since we anticipate offering a position to every incumbent represented employee who is qualified and interested in working for us on the VVTA Contract, please provide a seniority list that shows date of hire and wage rate for all such employees."

A118: Please refer to A43, above.

Q119: "Please provide information on the current non-union labor force, including employee counts by job category, hire dates, wage rates, last date of wage increase, benefits plan designs (including premiums and deductibles) and participation rates, and paid time off. This information is critical to all submitting firms, especially since non-incumbent proposers are required to comply with Section 13(c)/5333(b)."

A119: Please refer to A99, above.

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Q120: "Attachment A, Section IX(D) describes the Proposer's responsibility to provide tires. Does the incumbent operator lease or own the tires on revenue and non-revenue vehicles?"

A120: Tires are purchased and owned.

Q121: "Please provide the historical costs of armored car service for bank deposits and/or cash counting. Are pick-ups required daily, including Saturdays and Sundays?"

A121: VVTA's bank was just purchased by another banking institution. The armored car service as well as the cash counting service will be changed on 3/19/18. VVTA will not be presented with a new cost of services until June 2018 after the new bank has the opportunity to assess the activity. This may result in a rate change and that change would be passed on to the contractor. VVTA's exceptionally low current costs for these services is based on a long-term relationship with our existing bank and we anticipate that VVTA will not receive the same benefit or low rates from the new bank entity.

Q122: "Regarding security and controlled access at VVTA facilities, does the Contractor have any responsibility for production or cost of necessary ID badges for its employees? If so, please provide details as to costs."

A122: Contractor provides all badges, for the Contractor and VVTA staff, at their cost. Simplex Grinnell is the current provider and their system is proprietary.

Q123: "Please provide copies of the respective Labor Agreements."

A123: Please refer to A44, above.

Q124: "Attachment A, Section XV (E) and (F) describes Incentives and Performance Penalties. Please provide six (6) months historical details of such Incentives and/or Penalties."

A124: Please refer to A59, above.

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Q125: "Please provide a copy of the current contract with the incumbent operator and any applicable change orders or addenda."

A125: Please see Amendment Q125 – "Current Operations and Maintenance Services Contract."

Q126: "Please provide a breakdown of revenue miles, deadhead miles, revenue hours, and deadhead hours for each of the three services (MB, CB and DR) for the last year."

A126: Please refer to Attachment Q126.

Q127: "Please provide a three-year history of billing rates and total costs for each of the three services. (reference to Q126)"

A127: This information is available on VVTA's website Board agendas.

Q128: "Regarding Call Center operations, please confirm the number of full-time reservationists and their current schedule."

A128: Please refer to the Instructions to Proposers and Scope of Work for the number of staff recommended.

Q129: "A series of required reports are detailed in Attachment A, Section XVI. Please provide sample copies of recent reports, particularly three (3) months of monthly summary reports."

A129: Please refer to A77, above.

Q130: "The RFP specifies that the City will provide and maintain the phone system and there will be an allocation of monthly service costs. Please provide 12 months historical billings."

A130: VVTA is not a "city" agency, it is a JPA. The cost for the past 12 months has been approximately \$16,259.19.

Q131: "Will the City provide space for our transition/start-up team?"

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A131: VVTA is a JPA that works as a regional service to the 5 cities and unincorporated San Bernardino County areas. VVTA will provide space for the transition/start-up team.

Q132: "Please provide six (6) months of invoices from the incumbent operator."

A132: Please refer to A78, above.

Q133: "To ensure accurate insurance costing, please provide:

- a. The dollar values, at the start of the contract, at which the vehicles should be insured (and note whether actual cash values or replacement values),
- b. Seating capacity for each vehicle type,
- c. Three years of loss and accident information, including accident/incident frequencies per 100,000 miles. "

A133: a. This will be discussed with the awarded contractor during the BAFO negotiation process.
b. This will be discussed with the awarded contractor during the BAFO negotiation process.
c. 2017: Total AFR 1.75, Total Preventable AFR .99
2016: Total AFR 1.75, Total Preventable AFR .53
2015: Total AFR 1.28, Total Preventable AFR .79

Q134: "Federal and state governments may mandate changes to health insurance; the federal government made significant modifications to the Affordable Care Act ("Obamacare") by regulation long after its becoming law, and even now that law's future is uncertain. New mandates, laws, and regulations sometimes require employers to assume significant unforeseen, unbudgeted costs. In the event such unforeseen cost increases occur or an existing law's full implementation requires a significant increase to benefits for the employees for this service, would a request for a corresponding adjustment to the contract rates be considered?"

A134: Any modifications to the resulting contract will be negotiated with the awarded Contractor.

Proposals Due Date: 3:00 PM (PST), Thursday, March 8, 2018

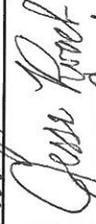
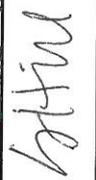
Anticipated Award Date: May 21, 2018

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As stated in the RFP, all addenda must be acknowledged. Please use Attachment H of the RFP to acknowledge receipt of this addendum. Failure to acknowledge any addenda to this RFP may deem a Proposer "Non-Responsive."

All other terms and conditions of the RFP remain in full force.

Company Name	Address	Phone	Fax	Representative Name	Signature	Email Address
Transdev	Lombard, IL	630.606.0734		Zeslau Sarwan		BD@transdev.com
VVTA				Sanche Martinez		
BATP DEN	240 S. GLENN CAMARZILLO CA	8052055489		BRICK CONNORS		evratp@ev.com brick.connors
VVTA				Dustin Stadler		
VVTA				DAVE FOWLER		

Company Name	Address	Phone	Fax	Representative Name	Signature	Email Address
Transdev		213-259 4321		Nathan Slater		B@Transdev.com
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NATIONAL EXPRESS		480 468-4880		Peter Greenberg		Peter.Greenberg @nelli
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