

**ADDENDUM NO. 1
TO
CITY OF AVALON
REQUEST FOR PROPOSALS
MANAGEMENT AND OPERATION
OF THE AVALON TRANSIT**

NOTICE TO ALL BIDDERS:

This Addendum is attached to and made part of the above entitled specifications from the City of Avalon. Each Proposer shall acknowledge receipt of this addendum in their submitted proposal.

CHANGES TO RFP SPECIFICATIONS

1. Notice of Request For Proposals, last sentence, corrected Audra McDonald's email to read "audra1@cityofavalon.com."

2. RFP Pages 7-8 and elsewhere in RFP, Section B, Procurement Schedule, the following dates are changed:

Proposals Due	Friday, March 4, 3:00pm PST
Interviews (If Needed)	Monday, March 21
Best and Final Offers (If Needed)	March 23
Award by City Council	Tuesday, April 5, 2016 (no change)

3. RFP Page 9, section F, Required Submittal Information, first sentence is amended to read:

"Each Contractor must submit one (1) signed original, six (6) copies, and one electronic copy in pdf on a flash drive of the complete proposal in a sealed package marked "Avalon Transit Service RFP" and the name of the Contractor."

4. RFP Page 10, Section G, Submission of Proposals, the following paragraph is added:

"In the event that an Act of God prevents the operation of ferry service or the delivery of USPS mail delivery to Avalon on the date indicated herein as the due date for receipt of proposals or the day prior to that date, the deadline for receipt of proposals shall be extended to 3:00pm PST the next business day following resumption of ferry service and/or USPS mail delivery."

5. RFP Page 12, Table 1, Proposal Evaluation Criteria, the Evaluation Criteria “Vehicles, Office and Equipment,” is amended to be “Office and Equipment” and the first listed factor, “Proposed Dial-A-Ride vehicles if provided by Contractor” is deleted.

Except for the changes noted above, all other requirements and specifications in this Request For Proposals released January 20, 2016, remain unchanged.

Denise Radde
Interim City Manager
Issued February 5, 2016

RESPONSES TO SUBMITTED QUESTIONS

Q1. What is the current contractor’s rate of compensation? Could the City provide the last monthly invoice?

Response: The current monthly compensation rate for the fixed-route is \$7,453.25. The currently monthly compensation rate for the Dial-A-Ride program is a monthly installment of \$7,631.67 (which includes the taxi voucher program which is not part of the Request for Proposal) and a compensation rate of \$9.77 per ride. The contractor’s January invoice is attached.

Q2. What is the current # of registered clients for the Dial-A-Ride program? When was the last time it was audited/updated?

Response: The City understands that there are presently approximately 424 senior and disabled individuals registered for the Dial-A-Ride program. The City does not know when this list was last updated. Please note that registration of individuals for ADA Paratransit service will be new with this contract and that the Dial-A-Ride application process has also been updated.

Q3. Please provide the last California Highway Patrol Terminal Inspection.

Response: Attached

Q4. Page 17, section IV-H of the RFP requests a financial statement for the prior year. Considering the prior year has just ended the most recent reviewed financial statement available would be 2014. Is that acceptable?

Response: Yes. Please submit the financial statement for the most recently completed fiscal year.

Q5. Page 38, section IV-3.6 indicates there is a no tip provision for the drivers. Is that policy currently in effect with the existing contract?

Response: No.

Q6. Does the existing contract require the contractor to detail the vehicles? If it is a City responsibility please provide the name of the company that performs this service.

Response: No, the current contract does not require the contractor to detail the vehicles, but this will be a requirement under the new contract. One Avalon firm that is known to provide vehicle washing and detailing services is Dark to Light Detailing, Eric Mahan, 858-722-4661.

Q7. Can the City provide any sources of insurance to meet the specified requirements?

Response: The City cannot recommend or vouch for any provider of services, but understands that the following broker may be able to provide coverage meeting the City's requirements: Andreini Company, Attn: Sue Tylock, email stylock@andreini.com, phone 209-857-5797.