

FRESNO COUNTY RURAL TRANSIT AGENCY

**REQUEST FOR PROPOSAL 2025-01
TRANSIT OPERATIONS FOR FRESNO COUNTY
RURAL TRANSIT AGENCY**

**ADDENDUM #3 - FEBRUARY 14, 2025
All FCRTA Responses to Questions submitted by bidders for RFP 2025-01.**

**February 14, 2025
Responses to Questions submitted by bidders for RFP**

RFP Section	Page	Question	Attachment Listing
II.	2	For the pre-proposal conference and facility tour, can you provide more information on the address location, if it is mandatory, and if it's in person or virtual? I did not see any additional details listed on the website or in the RFP document. The pre-proposal conference and facility tour is optional and not mandatory. The conference is an in-person conference only. The pre-proposal conference will be held at FCRTA's new Maintenance Facility currently under construction, located at 1821 Pacific Avenue, Selma, CA 93662.	
II.	2	WeDriveU has a strict environmental policy which highly discourages us from printing thousands of pages of copy. Would FCRTA allow either an all-electronic submission or consider excluding the requirement for printing the	
II.	2	Can you please confirm that the proposer conference and facility tour is Wednesday February 5th or Thursday February 6th? The proposer conference and facility tour will be Thursday February 6th.	
D. 7 (!!! FCRTA Requirements for Bilingual Fluency)	5	Please confirm the current Contractor has staff that are bilingual and meets the requirement for a minimum of one bilingual staff person on duty for all hours of service. Current Contractor staff are bilingual and meet this staffing requirement.	
Appendix A: B. Disadvantaged Business Enterprise	12	Please clarify the "required goal" for DBE participation. Is this a goal the Contractor makes a Good Faith Effort to meet, or is this a Required amount the Contractor must meet to be eligible for award of this contract? This a DBE goal that the Contractor, at a minimum, makes a Good Faith Effort to meet as FCRTA is required to submit DBE reports to Caltrans and the FTA.	
Miscellaneous	N/A	Please provide the names and contact information of any current DBE vendors including the service provided so that they may continue to service this contract. There are no certified DBE vendors performing services for the current operating contract.	
Miscellaneous	N/A	Please provide the number of calls by hour and by type (reservations, where's my ride, etc.) for each day of the week. You can contact our Dispatch Software provider, GMV (formerly Syncromatics Corporation) for that information.	
Miscellaneous	N/A	What is the current percentage of "Subscription Service" trips compared to the total number of trips? It varies, sometimes significantly by each City (13) served.	
D. 7 (13. Fare Collection)	6	What is the process for fare collection since there are so many services? Is an armored car service used for depositing the fares? Usually a Mail Runner (Courier), or sometimes a driver picks up fare money from buses daily at City Halls and/or Senior Centers in the 13 cities served. Contractor staff (Mail Runner or others) deposit the fares.	
D. 7 (13. Fare Collection)	6	What type of fareboxes are currently utilized within the revenue vehicles? If none, please provide fare collection process. None. Cash and passes are collected by each driver and kept in a pouch or money bag.	
D. 7 (13. Fare Collection)	6	Please provide the total dollar amount of cash fares collected by month and deposited for each of the past 12 months. Report showing cash fares for 2024 is attached. See Attachment 1-Bus Fares.	Attachment 1- Bus Fares Bus Fares Jan-Dec. 2024.xls
Miscellaneous	N/A	Please provide information on the Agency provided fleet to include engine type, fuel type, current odometer readings, average miles operated per year. Please advise if the contractor is required to provide any items on the bus [fareboxes, radios, MDT, etc.]. See attached Fleet list. Contractor is not required to provide any items on the buses. See Attachment 2-Fleet List.	Attachment 2- Fleet List FCRTA Fleet List 1_27_2025.xls
Miscellaneous	N/A	Does the Agency have a vehicle replacement schedule that can be shared? Are any new buses in the process of being procured for either replacement or expansion? Yes. See Zero-Emissions Bus Rollout Plan. Currently, 25 to 40 Ford E-Transit 350 Electric Vans are on order. Estimated time of arrival for these vehicles is the summer of 2025. See Attachment 3-Rollout Plan.	Attachment 3- Rollout Plan FCRTA Bus EV Rollout Plan_FINAL_8.9.

Miscellaneous	N/A	If any vehicles are parked off site to better provide any of the services, please provide location information for these locations and the number of buses parked there. Please note any spare vehicles that are staged there as well. The vast majority of the vehicles in daily operation are stored in the cities that they serve. These vehicles are typically	
Miscellaneous	N/A	Does the Agency have any requirements regarding support vehicles? Type, number, age limit, fuel type. How many are currently being supplied by the contractor? None . The contractor to provide according to location of drivers, not including Road Supervisor or Trainer.	
Proposal Form F	31	This form has a column "Minimum FTEs Required". Will FCRTA provide the 'required' minimums for each of these positions? If not, what are bidders supposed to enter in this column for each position listed? No minimum is required. Bidders are to evaluate the services (Fixed & Demand Response) to generate FTEs.	
Appendix B: Table B	23	Please provide/confirm the revenue miles and hours; deadhead miles and hours; and total miles and hours for these services for the past 12 months. Revenue hours are used for reimbursement purposes, the other items are not tracked by FCRTA.	
Appendix B: Table B	23	Please provide the revenue service hour definition for each of the services listed in the RFP. Please refer to list with revenue service hours on page 23 of RFP.	
Miscellaneous	N/A	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.). No, only revenue service hours.	
Miscellaneous	N/A	For paratransit service, please clarify if revenue hours begins at the first pick-up, even if that pick up is a no show. No, only when passenger boards vehicle.	
Miscellaneous	N/A	IT: Are there any non-standard system applications that need to be installed on Contractor's workstations? No, FCRTA uses GMV (Syncromatics) software for dispatching.	
Miscellaneous	N/A	IT: What systems, applications or on-bus technology does the Contractor need to provide computers or servers for? None, unless you need additional service for reports.	
Miscellaneous	N/A	Application Support: Are there any applications or systems that need to be transitioned from the current contractors system to the new contractors system? Yes. The current GMV (Syncromatics) dispatch software will be kept. GMV will provide support to the new contractor for their transition to the GMV dispatch software.	
Miscellaneous Appendix B: 4.	N/A	Any mobile phones, Push-To-Talk Radios, tablets, etc. that we need to provide and/or support? FCRTA will provide this equipment with the exception of mobile phones which will need to be provided by the contractor.	
Bus Operations and Maintenance Facility:	20	IT: Is the Contractor able to segment a separate VLAN off the Agency internet service? FCRTA will want to know why this is needed. If so, FCRTA will investigate this with our internet service provider and advise you accordingly.	
Appendix B: 4. Bus Operations and Maintenance	20	IT: What up/down bandwidth is available to the Contractor on the Agency internet service? Same answer as above.	
Appendix B: 4. Bus Operations and Maintenance	20	IT: Please confirm Contractor can install their own managed router and switch for segmented VLAN. Same answer as above.	
Appendix B: 4. Bus Operations and Maintenance	20	IT: Can the Contractor use the provided phone system for company business or is a separate business phone line required? FCRTA will provide a phone system for Contractor to use for company business. The only company related business needs to be for FCRTA property only.	
APPENDIX F: Collective Bargaining Agreement	105	Noting the CBA extends to August 2029, is the current Contractor able to recruit and retain operators and provide full service? Yes.	
APPENDIX F: Collective Bargaining Agreement	105	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, and current rate of pay. FCRTA does not have this information as these employees aren't FCRTA employees. Please contact the ATU that covers these employees.	
Appendix G: 18. Transit Employee Protective Agreements	148-Of File	Appendix G Section 18 - Are the current transit employees covered by 49 USC 5333(b) (also known as Section 13c of the Urban Mass Transportation Act of 1964)? Please confirm whether there is an underfunded Pension program in place. No, not that FCRTA is aware of.	

APPENDIX F: Collective Bargaining Agreement	105	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. Some current contractor benefits information is contained in the Collective Bargaining Agreement in Appendix F of the RFP. For more details, please check with the ATU, as these employees are not FCRTA employees.	
Miscellaneous	N/A	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. All risk is 100% on the contractor awarded the term of the contract.	
Proposal Form F	31	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. The positions currently provided by the contractor for this operation are: General Manager, Operations Manager, Administrative Assistant/Payroll Clerk, Safety Manager, Road Supervisor/Trainer, Mail Runner (Courier), Dispatcher, and Driver. All positions are 100% dedicated to this	Attachment 4- Transit Functions Transit Functions
Subsection H.3, Subsection 5 Project	10	Please confirm bidders are required to name the General Manager AND the Operations Mgr and Safety Training Manager. Recognizing that many staff stay with an operation, would FCRTA consider only naming the General Manager. No, contractors should prepare for a brand new startup as a worst case scenario.	
Subsection H.3, Subsection 6.b. Organization	10	Please provide a current organization chart to include management, staff and drivers. Chart is provided. See Attachment 4-Transit Functions.	Attachment 4- Transit Functions Transit
Miscellaneous	N/A	What is the current pre-trip and post-trip time per driver? Unknown as this is not a part of the revenue service hour agreement.	
Miscellaneous	N/A	What is the current plan for driver reliefs? This is the responsibility of the contractor, not FCRTA. Plan accordingly.	
Miscellaneous	N/A	How many extra board hours is the current operator incurring? Unknown as this is not a part of the revenue service hour agreement.	
Miscellaneous	N/A	Please provide detailed information for each Fixed Route to help with blocking and scheduling in Excel format. Please include deadhead hours and miles, number of buses currently used on each route, pull-out and return-to-yard times, etc. Please use the route schedules posted on the FCRTA website and see the GTFIS section in the FCRTA website.	
Miscellaneous	N/A	Please provide current run cut for this service. This is the responsibility of the contractor, not FCRTA.	
Miscellaneous	N/A	Please provide copies of the last twelve (12) months of management reports from the Contractor. Attached is a sample management report. See Attachment 5-Monthly Report. If you still need to see 12 reports, FCRTA will make arrangements to send you the remaining reports.	Attachment 5- Monthly Report Monthly Report January 2024.xls
Miscellaneous	N/A	Please provide copies of the last twelve (12) months of invoices from the Contractor. Reports are attached. See Attachment 6-FCRTA Invoices.	Attachment 6- FCRTA Invoices FCRTA Invoices.pdf
Miscellaneous	N/A	Is the current contractor staging vehicles on any of the routes, and if so, please provide details on the routes that require the staged vehicles to maintain OTP? These vehicles are provided at the City Yards in the 13 cities where bus service take place.	
Miscellaneous	N/A	Please provide a listing of any penalties charged or incentives earned by month and category over the past 24 months. None.	
Miscellaneous	N/A	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. None. This is a revenue service hour contract that is inclusive of all costs.	
Appendix B: 8. Scheduling and Dispatching Software:	20	Please describe any additional modules in place to supplement the Synchromatics EZ Rides scheduling and dispatching system. For example, tools for call management, complaint management, rider communication via IVR or text, etc. None, GMV (Synchromatics) and current contractor provide all data and reports needed.	
Appendix B: G. Training	21	Please provide the current number of Classroom, Behind the Wheel and Cadet training hours new Operators receive. Contractor provides this to all drivers, not FCRTA.	
Miscellaneous	N/A	During the transition, how many vehicles will be made available to the incoming contractor to perform training? All that are needed for the transition.	
Miscellaneous	N/A	During the transition, will there be space available at the facility to conduct start up activities? Yes, provided that the FCRTA facility is completed by this time.	

Subsection H.3, Subsection 4	9	On Page 9, the requirement states Proposers must supply a ten-year history of Proposer's company and demonstrate at least five (5) consecutive years of recent experience in service operations of a system similar in scope, size, and complexity to the package of services being proposed, as shown in the contractor's representative experience. For proposers with more than 100 contracts, will FCRTA revise the information requirement to limit the service to five (5) contracts for similar services? FCRTA will not change these requirements. But if a bidder has a very large number of similarly sized operating projects, it may submit evidence of this and FCRTA will consider this requirement to be met. This will be done on a case-by-case basis.
Appendix A: B. Disadvantaged Business Enterprise (DBE)	12	Please confirm that the Disadvantaged Business Enterprise (DBE) goal is 4.0% and if a good faith effort is required. The DBE goal is 4%. This is a goal that the Contractor, at a minimum, makes a Good Faith Effort to meet as FCRTA is required to submit DBE reports to Caltrans and the FTA.
Appendix A: H. Insurance Requirements	15	The insurance requirements and minimum coverage amounts beginning on page 15 seem to conflict with the insurance information and limits on page 64, which is within the current contract and identified as the "Draft Contract" per this RFP. For example, page 15 outlines \$10M in Auto Liability as a minimum, but page 6 of the draft contract (page 64 of the RFP) states \$15M. Can you clarify which set of insurance requirements will be used for the contract? The \$10M minimum liability is the minimum limit and proposers could choose higher coverage. Page 64 is provided as a draft contract, and the current contractor carries \$15M for minimum coverage.
Miscellaneous	N/A	Is FCRTA able to extend the deadline for proposals by at least 2-3 weeks? With the contract start date in September, we believe FCRTA would benefit by giving bidders additional time to develop their proposals. FCRTA is unable to extend the deadline for proposals.
Appendix A:	17	Page 17 of the RFP states, "Current labor and benefit information will be provided to proposers on request." We would like to officially request this information. Some current contractor benefits information is contained in the Collective Bargaining Agreement in Appendix F of the RFP. For more details, please check with the ATU, as these employees are not FCRTA employees.
Appendix A: H. Insurance Requirements	15	Can excess Liability be utilized to meet limits requirements? No. If not, would FCRTA accept \$5M per occurrence? No.
Appendix A: H. Insurance Requirements	15	Can FCRTA accept Blanket Endorsements for Additional Insured and Workers Comp? No. If not, would FCRTA accept \$5M per occurrence? No.
Miscellaneous	N/A	Will FCRTA allow for a monthly fixed fee in the pricing structure in addition to the hourly rate? No. All costs need to be incorporated into the revenue service hour reimbursement rate.
Miscellaneous	N/A	Please provide the Cost Proposal Form in Excel format. FCRTA is confident that each bidder can manage the cost proposal forms and develop them for each bidder's convenience.
Appendix B: A. General Terms	18	Please confirm that option year extensions are to be mutually agreed by FCRTA and Contractor. Yes. After FCRTA makes the determination to offer the optional years.
Cost Proposal Form	56	The Cost Proposal Form shows total hours, please provide a split of anticipated hours split between Fixed Route and Demand Response. For the FCRTA transit system, fixed routes are known as inter-city services and demand response services are known as intra-city services. On page 23 of the RFP, these services are delineated in Table B: Summary of FCRTA Levels in 2023, by intra-city and inter-city services based on approximate hours per each mode. Also, reference the route maps for the inter-city fixed routes in our website.
Miscellaneous	N/A	Please provide a three-year history of hours and miles, split between Fixed Route and Demand Response, showing total, revenue and deadhead hours and miles. Please reference FCRTA's NTD report for the last three years and our website to review the Annual Productivity Evaluation to make the analysis.
Miscellaneous	N/A	Please provide a 5-year loss run, showing all incidents/claims and cost for each claim. FCRTA does not have that information, since the current contractor carries the insurance, they have that information.
D. 7 (12. Road Supervisor Position)	5	Can road supervisor coverage be supplemented by other staff positions? Yes. However, provide a full description of such coverage by other staff.
Miscellaneous	N/A	Please confirm that FCRTA will provide all contractor office equipment at the provided facility. Yes, subject to the contractor submitting a line-item list of inclusions to be negotiated in the contract.
Miscellaneous	N/A	Will FCRTA accept the usage of e-signatures? Yes.
Proposal Form Q	53-54	Please confirm if Proposal Form Q is due at the time of proposal submittal. This form is not required at time of proposal submittal. Form ADM-3059 is not required until the awarded prime contractor has made payments to DBE subcontractors and is submitting its monthly invoice to FCRTA.

Proposal Form O, P, and Q	41-54	The links to the following forms are giving error messages. We acknowledge receipt of the forms embedded in the RFP, however, would FCRTA consider providing clearer versions of the forms in addendum? If unable to open these forms using links, it is allowable to use the embedded forms. If bidder is proposing to use Certified DBE subcontractors, it is required to submit Form ADM-0227F. If a bidder is not proposing any Certified DBE subcontractors, it needs to submit Form ADM 0312F to show that it made good faith efforts to find Certified DBE subcontractors.	
Subsection H.3, Subsection 4 Corporate Capabilities, Experience, and Past Performance:	9	Please confirm if Bidders are required to submit one fiscal year or three fiscal years of audited financial statements. Three years.	
Proposal Form	33	Please clarify whether or not Proposal Form H requires a notary. Yes. A notary is required.	
Miscellaneous	N/A	Please clarify the billable hour definition for fixed route and on-demand services. From the time the first passenger boards the vehicle for demand response services. For fixed route services it is when the bus begins operating at the scheduled time for the service.	
Appendix B: Table B	23	There is a variance between the breakdown of services requested in the RFP (Appendix B, Table B) and what is being operated today. For example, the RFP does not list the Coalinga Intra & Inter-City service or the Kerman services. Can the FCRTA please provide an updated Appendix B, Table B to match the services requested in the new contract term for the 60,135 annual vehicle revenue hours? The correct number of annual vehicle revenue hours is 58,354. FCRTA will provide revised Appendix B, Table B and revised hours for the Cost Proposal Form on page 56 of RFP.	Attachment 7-RFP 2025-01 Addendum #2.pdf
Miscellaneous	N/A	Please confirm the number of vehicles provided for service. Table B indicates 38 buses, the fleet list has 130 vehicles and the ZE plan lists 127. Reference FCRTA fleet list that was attached to list of previous responses to RFP questions on FCRTA website. Also, you can confirm this information with the current contractor's insurance carrier as they have listing of all active FCRTA vehicles.	
Appendix B: E. Performance Bond Required.	21	Does the Performance Bond need to be maintained throughout the life of the agreement? Yes.	
Appendix B: E. Performance Bond Required.	21	Does the Performance Bond amount adjust each year to 25% of those years anticipated amount or kept at 25% of the contract's first year amount? The Bond amount will adjust each year.	
Appendix B: E. Performance Bond Required.	22	Please confirm if a bid bond or payment bond is required to be submitted with the proposal. Yes. At time of bid.	
Miscellaneous	N/A	Does FCRTA approve of bidders using their logo in the bid response? Yes. If they feel it is appropriate for the RFP.	
Miscellaneous	N/A	Can we co-locate network equipment in existing IT closets once MV moves to the Agency facility, or do we need to use separate areas? Separate areas with pre approval of equipment vendor and contractor.	
Miscellaneous	N/A	Please provide pictures of IT closets to determine if there is enough space to co-locate equipment. N/A. See above response.	
Miscellaneous	N/A	What is the current bandwidth to the Agency facility? Is there a backup circuit? Who is the ISP's? FCRTA will follow up on this request as we are currently working with our telephone and internet provider on the system design in the final construction stages.	
Miscellaneous	N/A	Are interior walls cinder block or stud/sheetrock? FCRTA believes it is sheetrock but will confirm with the construction contractor.	
Miscellaneous	N/A	Can MV use available Agency cabling to run drops for MV WiFi/APs? Does the Agency facility have Cat 6 wiring throughout? FCRTA will follow up on this request as we are currently working with our telephone and internet provider on the system design in the final construction stages.	

Miscellaneous	N/A	We respectfully request that FCRTA include a provision that provides for price adjustments if Contractor's costs increase or revenues decrease as a result of (i) changes to the scope of work / service hours requested by the Authority, (ii) changes in laws, rules, regulations, etc. applicable to the services to be provided by Contractor, and/or (iii) wage increases necessary for Contractor to be able to recruit and retain qualified employees as a result of an increase in the minimum wage in the City or surrounding jurisdictions; and (iv) costs incurred in response to a federal, state, or local state of emergency (including the COVID-19 pandemic or similar national emergency), including providing personal protective equipment, supplies, staffing, and additional services (including additional health and safety services or requirements). If the parties are unable to agree on a rate adjustment, then either party may terminate the contract upon 180 days written notice to the other party. Yes. But only for changes in the scope of work requested by FCRTA. And is this particular case, it is not retroactive. But for all other risks, the risk is 100% on the contractor awarded the term of the contract. Contractor needs price protection for changes requested by FCRTA or matters that were not contemplated at the time of Contractor's proposal.	
Miscellaneous	N/A	We respectfully request that FCRTA include a force majeure provision relieving both parties from performance under the Contract for circumstances beyond their reasonable control (acts of God, war, labor strikes or disputes, terrorism, etc.). Contractor should be excused from performance under the contract for circumstances beyond Contractor's control. Yes, FCRTA will provide a force majeure provision. But, Labor strikes are excluded. The contractor needs a backup plan in the event of a labor strike.	
Proposal Letter Content 3.	25	This section states, "The Proposer acknowledges and agrees that its proposal constitutes a binding offer to provide the Scope of Work covered by the RFP in accordance with the terms, conditions, and requirements of the RFP, including all Exhibits and Attachments. If selected as the Contractor, the Proposer agrees that it will execute the Contract and perform all the work in accordance with the terms and conditions and at the price negotiated in the Contract." We respectfully request that FCRTA revise this section to acknowledge that Contractor's Proposal is subject to any exceptions included in Contractor's proposal. Notwithstanding Contractor's delivery of the proposal letter,	
Miscellaneous	N/A	This section states, "The initial contract term shall be for a three (3) year period and may, at the option of FCRTA, be extended annually thereafter for four (4) consecutive one-year option periods." We respectfully request that FCRTA revise this section to require mutual agreement for any renewal or extension of the term of the agreement. Yes. But only after FCRTA makes the determination to offer the optional years. Renewal or extension should require agreement of both parties.	
Miscellaneous	N/A	Is there a transition plan with the number of ZEV's ordered and timeline? Yes. 25 Electric Vans are on order and should be in operation by 9/1/25.	
Miscellaneous	N/A	Will there be access/software to battery monitoring and reporting system? Yes. Our Maintenance Department and Admin Department will oversee this activity.	
Miscellaneous	N/A	Are you including OEM driver training, with the purchase of the Zero Emission Busses? Yes, for training staff. They will then train the drivers.	
Miscellaneous	N/A	Has a scheduling or bus blocking analysis been performed? No. As this is a new facility.	
Miscellaneous	N/A	Has an analysis been completed to determine how terrain, weather, temperature, traffic, and other operational factors will affect the range of the vehicles? What does the fleet look like going forward, considering it may not be a 1:1 ratio? Yes. Based on previous experience with Electric Vehicles.	
Miscellaneous	N/A	Do you have a resiliency solution identified? Yes. Solar power, battery backup, natural gas generator, and the grid.	