



County of Fairfax, Virginia

ADDENDUM

DATE: December 18, 2018

ADDENDUM NO. 3

TO: ALL PROSPECTIVE OFFERORS
REFERENCE: RFP2000002690
TITLE: Operation & Management for Connector Bus System
DUE DATE/TIME: January 18, 2019 / 3:00 P.M. (**Revised**)

The referenced Request for Proposal is hereby amended as follows:

1. The due date and time have been changed to January 18, 2019 at 3:00 P.M.
2. Refer to Supplement 1 for responses to additional questions received.
3. Exhibit C-1 (Herndon Run Cut), Exhibit C-2 (Huntington Run Cut), Exhibit C-3 (West Ox Run Cut) and D-2 (FFX Connector Loss Run) have been uploaded www.fairfaxcounty.gov/solicitation/RFP2000002690 - Electronic Documents in excel format.
4. The following documents have been published on the DPMM website:
 - Current headway sheets all routes all days
 - Block statistic all routes all days
 - BlockPaddle all routes all days

All other terms and conditions remains the same.



Michael Blair, CPCM
Contract Specialist Supervisor

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL:

Name of Firm

(Signature)

(Date)

A SIGNED COPY OF THIS ADDENDUM MUST BE INCLUDED IN THE TECHNICAL PROPOSAL OR RETURNED PRIOR TO DATE/TIME OF CLOSING.

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.

Department of Procurement & Material Management
12000 Government Center Parkway, Suite 427
Fairfax, VA 22035-0013

Website: www.fairfaxcounty.gov/dpmm

Phone (703) 324-3201, TTY: 711, Fax: (703) 324-32281

Supplement 1

- Q1: Page 15 of the RFP document states that bidders shall refer to Annex 1 for additional submittal requirements. Please clarify which sections of Annex 1 should be included in technical responses. For example, section 6 of Annex 1 (Preliminary Work Plan [Operations Plan]) states "The technical narrative should address the Statement of Needs separately and responses should be keyed to appropriate paragraph numbers"; however, this requirement is included in the Statement of Needs — implying this section alone should respond to the entirety of Annex 1.
- A1: **All sections of Annex 1 should be included in technical responses. To clarify section 6 of Annex 1 "The technical narrative should address the Statement of Needs and responses should be keyed to appropriate paragraph numbers". Additionally, see pages 50 – 51 of the Special Provisions for solution description to include the requirements for preliminary work plan (operation plans) for the technical proposal.**
- Q2: We respectfully request that FCDOT remove the requirement for professional references for key staff at this time. As a decade-long incumbent provider, our organization has maintained both an outstanding level of tenure in its operations and strong commitment to promote from within. As such, our team's professional references are primarily contained within the Fairfax operation. Referrals from Company employees and/or County staff presents questionable neutrality and therefore this requirement places our firm in a position of disadvantage in evaluation.
- A2: **Annex-1 of the Special Provisions, section 4 (d)/page 47 under key personnel. Change requirement from ". Current telephone numbers must be included, as well as, two professional references each." to "the County may require references for key personnel and management of proposed subcontractors and consultants during the evaluation process".**
- Q3: Bidders will need sufficient time to modify our proposals, especially the pricing, based on responses to our questions provided by the County. We'd like to request an extension of the proposal deadline by four weeks from the question deadline, assuming the headway info has been provided as well as responses to our other questions.
- A3: **Per this Addendum the due date/time has been extended to January 14, 2019 / 3:00 P.M.**
- Q4: Addendum 2 included an excel file, "attachment b detail price sheet schedule –revised". On the "Pricing Roll Up" tab of this file is a new Column C labeled "Reduction 7/2019-6/2020", listing 700,000 revenue hours for Year One rather than the 785,291 listed next to it in Column D for Year One also. No mention of this was made in the addendum text. Is the County asking for two separate rates for Year One, one assuming 700,000 hours, the other 785,291? There is no such column for reduced service on the Pricing Detail tab in the file. Please explain what is required for this addition.
- A4: **Yes, offerors are to provide a rate for 700,000 hours and 785,291.**
- Q5: The revised attachment b detail price sheet schedule now includes a line item listing annual estimated revenue hours to be assumed in the pricing each year of the base contract. This shows stable hours for the first two years, then increasing to 850,000 for Years Three & Four, then 950,000 for Year Five. Is this meant to correspond to the table in "Annex-1" of the RFP on page 54 showing different price tiers?
- A5: **Attachment B supersedes the table in Annex-1, page 54 of the Special Provisions.**
- Q6: The answer to question #94 in addendum #2 references an excel file for financials and loss runs for the Risk Pool that does not appear on the County website. Can you please provide that file?
- A6: **Exhibit D-2 FFX Connector Lost Run has been uploaded to the current solicitation page at www.fairfaxcounty.gov/solicitation/ RFP2000002690 - Electronic Documents in excel format.**

Supplement 1

- Q7: The "PMIPROCEDURES" document included with the RFP seems to be corrupt as we cannot open it. Can you please resend this file in a format we can review?
A7: **Another copy of the PMIPROCEDURES has been attached.**
- Q8: Please provide an annual history of the past five years of deductibles paid from the escrow account mentioned in Special Provision paragraph 18.3.
A8: **See Exhibit D-2 FFX Loss Runs (Excel) for loss runs for the risk pool data**
- Q9: The answer to question #196 in Addendum #2 mentions that "the liquidated damages listed in this RFP document differs from the current contract". Please provide the language in the current contract associated with performance standards and deductions/liquidated damages, so that bidders may assess the potential impact of said changes.
A9: **See pages 105-107, APPENDIX E-2: PERFORMANCE STANDARDS, TECHNICAL PROVISIONS. Also, go to the contract register at <https://www.fairfaxcounty.gov/contracts/> for current contract, 4400001185.**
- Q10: Special Provision paragraph 18.2; The County is requiring that the annual deductible may be subject to change based on an annual analysis of prior year performance. If necessary, the deductible may be adjusted above or below the floor based on the actual average annual performance over a minimum 3-year period. Please provide definition or calculation of "actual average annual performance".
A10: **The County will evaluate yearly insurance claims payout and make a determination if an increase is warranted. As a standard practice, we will evaluate the average payout for three years. If the average payout for any 3 consecutive year period increases by 15% or more, the County reserves the right to increase the annual insurance deductible for the Contractor. Please note that the County will not increase the deductible by more than 10% at any given time.**
- Q11: Special Provision paragraph 18.4; The County requires the contractor to pay Auto physical damage (collision and comprehensive) with a \$15,000 deductible; this deductible is not included in the minimum annual deductible listed above. 1) Please confirm that no deductible would be assessed for bodily injury claims outside the minimum annual deductible; 2) Please confirm in the instance of an Auto physical damage claim is lower than \$15,000, the amount invoice to Contractor would be the actual cost of repair.
A11: **1) Yes; 2) Yes.**
- Q12: Please provide the revenue hours by location for the following: 700,000, 850,000, and 950,000 revenue hours.
A12: **See pages 3-8, paragraph 1.4.2, 1.5.2, 1.6.2 and 1.7.2 of the TECHNICAL PROVISIONS that show the current revenue hours and miles by division. Future estimates of revenue hours by divisions is yet to be determined.**
- Q13: Currently, there are plans to open three (3) additional Metro stations (Reston Town Center, Herndon, Innovation). Please confirm that all bidders should add additional road/station supervisors for monitoring the new stations.
A13: **Please use current service schedules and plans to determine staffing needs. See the County's Transit Development Plan (TDP) to determine your proposed staffing solutions that will be effective and efficient.**

Supplement 1

Q14: Please indicate if the increases in Years 3 to 4 are related to the expansion of the Silver Line. If yes, will additional vehicles be needed for the additional revenue hours to be operated from the West Ox location? This will increase deadhead significantly, as sufficient additional space is not available in Herndon to support the fleet.

A14: Increases in service levels that create additional deadhead above the normal can be discussed further if/when they occur.

Q15: Currently, the contractor maintains County-provided support vehicles via a third-party vendor and bills back to the County for the maintenance and labor cost. Please confirm if the contractor can continue to bill the County for maintenance of County-provided support vehicles.

A15: See page 34, paragraph 4.49.1, TECHNICAL PROVISIONS.

Q16: Please provide the Clever OTP report by route for each location. Currently, 62%, 80%, and 71% of the routes for Herndon, Huntington, and West Ox are below the 85% on-time performance target, respectively.

A16: OTP target is subject to discussion and refinement as the data from Clever is further evaluated. Impacts to OTP, not in control of the contractor are not penalized.