



RFP #20221202
QUESTIONS & ANSWERS

1. Can you provide the number of vehicles for each county?

Please see the chart below that lists the number of vehicles GCRPC has supplied to each county. Not all vehicles supplied may represent the providers' operating in each counties fleet.

County	# Of Vehicles
Calhoun	4
Goliad	3
Gonzales	4
Jackson	6
Lavaca	4
Matagorda	6

2. Can you provide the current number of drivers for each county?

The operators in each county are not GCRPC employees. You can reach out to each county provider and request this information or submit an open records request. GCRPC is not required to answer questions, perform legal research, or create new information in response to your public information request. Please note that submitting an open records request does not guarantee you will receive the information before the proposal due date.

3. Can you provide the current MIS database used by each county?

Shah Software.

4. Are drivers currently considered part-time or full-time employees for each county?

The operators in each county are not GCRPC employees. You can reach out to each county provider and request this information or submit an open records request. Please note that submitting an open records request does not guarantee you will receive the information before the proposal due date.

5. Does each current contractor currently supply a General Manager, Operations Manager, subcontractor of maintenance?

The operators in each county are not GCRPC employees. You can reach out to each county provider and request this information or submit an open records request. Submitting an open records request does not guarantee you will receive the information before the proposal due date.

6. Will GCRPC consider proposals proposing only a General Manager?

Yes, GCRPC will consider all properly submitted proposals.

7. Does each current contractor securely store buses overnight in a bus yard?

Yes, buses are securely stored overnight in bus yards.

8. Is a facility required for each county?

Serving Calhoun, DeWitt, Goliad, Gonzales, Jackson, Lavaca, and Victoria counties

No, a facility is not required for each county.

9. Do all current contracts provide support vehicles?

The current contractors at their discretion provide support vehicles.

10. Are support vehicles required and do support vehicles have to be 100% dedicated to public transit or the GCRPC's contract?

The current contractors at their discretion provide support vehicles. The contractor may not use GCRPC's revenue vehicles for support functions without the express consent of GCRPC. Only revenue vehicles are eligible for reimbursement.

11. Is the maintenance and preventative maintenance work tasks subcontracted to vendors in each county?

Yes.

12. Does the Golden Crescent Regional Planning Commission use a dispatching/scheduling software? If so, what is the software name?

Yes, Shah Software.

13. Does any of the current contractors use a dispatching/scheduling software? Do any of the current contractors pay a monthly fee to use the GCRPC scheduling software? What is the monthly fee each contractor pays?

Current contractors use Shah Software and do not pay a monthly fee. GCRPC will post an addendum to the RFP on our website to correct this information to state that contractors shall use GCRPC's dispatching/scheduling software at GCRPC's expense.

14. How does the current contractors report completed trips, missed trips, no shows and denied trips?

This information is reported through the dispatch/scheduling software.

15. Can a copy of each contract of the current GCRPC subcontractors for the six listed counties be provided?

You can submit an open records request. GCRPC is not required to answer questions, perform legal research, or create new information in response to your public information request. Submitting an open records request does not guarantee that you will receive the information before the proposal due date.

16. The RFP states proposals are due December 30, 2022, and an award date of 1/2/2023, is there an anticipated service start date?

To mitigate a break in service, the anticipated start date is 1/3/2023. The start date is at the contractor's discretion given the award date is a National Holiday.

17. How does the fare collection process work currently? Does the contractor retain all fares collected?

The contractor retains all fares. GCRPC will post an addendum to the RFP on our website to correct this information.

18. What is the annual budget for this project? What is the estimated annual budget for each county?

This project will be financed in part by Federal, State, and/or local sources and is subject to the availability of these funds.

19. What are the estimated number of annual completed trips per county?

Please see the table below.

County	Estimated # of Annual Completed Trips
Calhoun	5,367

Goliad	4,339
Gonzales	5,912
Jackson	5,880
Lavaca	10,897
Matagorda	8,573

20. Is there an expectation that revenue hours will increase or decrease during the upcoming year? What are the estimated deadhead hours per county?

The expectation is that revenue hours will increase during the upcoming year.

21. Can you provide a copy of the FY-21 or FY-22 PTN-128?

A copy can be provided upon open records request. Submitting an open records request does not guarantee that you will receive the information before the proposal due date.

22. How were the estimated daily revenue hours presented in the package calculated? Are these hours for the entire fleet or per vehicle?

The estimated daily revenue hours presented in the package was based off a PTN-128 data analysis of the providers performance from 2019-2021. The daily revenue hours on page 6 of 35 in the RFP take in account all fleets revenue hours in a given day.

23. On page 2 of 35 "Business Information" what is the Payee Identification Number (14 digits)

The payee identification Number (PIN) is interchangeable with a taxpayer identification number (TIN) or employer identification number (EIN). A TIN and EIN are both 9-digit numbers. It is a number assigned by the IRS. If you do not have a PIN, please list your TIN or EIN which can both be found on your W-9 form.

24. On page 29 of 35 Letter d-Date of last safety inspection? Does this refer to the annual State inspection or the last GCRPC inspection?

Both are applicable.

25. On page 30 of 35 "Proof of Financial Capability" what time period is being requested for the financials? Should the financials reflect only the Transportation program or all programs of the Association?

The Transportation program will be applicable.

26. May additional pages be attached to answer essay type questions? On page 29 of 35, may job descriptions be attached to describe staff job duties?

Yes, additional pages may be attached to answer the essay type questions. Attached job descriptions to describe staff's job duties are applicable.

27. What affect, if any, will this Rural Public Transit Service proposal have on the 5310 (Enhanced Mobility) and Title III Transportation programs?

This RFP will not affect the 5310 or Title III Programs.

28. Regarding Form PTN-130, is the provided copy to be attached to the proposal "as is"? Or do the boxes need to be completed with names, addresses, and signatures? If so, what address needs to be used for Agency Address on Page 8 of 17 Letter e and what would the commodity service be on Page 13 of 17?

The provided copy attached to the proposal is "as is". No additional boxes need to be checked however, the form does need to be completed with your agencies information and required signatures. In Attachment C, on Page 8 of 17, under E. Agency Process, does not require an address to be used. In Attachment C, on page 13 of 17, the description of Commodity Service is Public Transportation Service.

29. Will new training resources and/or requirements be provided by GCRPC to ensure compliance if contract is awarded?

The contractor will be responsible for the training programs and GCRPC will approve the training prior to implementation. Training resources and technical assistance can be provided upon request to ensure compliance, at GCRPC's discretion.

30. Will GCRPC continue to provide a Transportation entry system (such as Shah) if contract is awarded? And will this calculate the necessary billable time, reports, etc. to submit for reimbursement and reporting?

GCRPC will post an addendum to the RFP on our website to state that contractors shall use GCRPC's dispatching/scheduling software at GCRPC's expense. Yes, the system will calculate the necessary billable time and reports to submit for reimbursement and reporting.

31. May we receive a copy of the A & M Study conducted?

You can submit an open records request. Submitting an open records request does not guarantee that you will receive the information before the proposal due date.

32. Re: Attachment B: Page 34. I am unclear where to establish the Hourly Range. Would this be reflected on our PTN report we submit every month? I am having trouble figuring this part out. Additionally, "GCRPC will honor the hourly rates within the revenue hours ranges on Attachment D and agreed to by GCRPC and Offeror in the executed agreement." Where do I locate "Attachment D"?

The monthly hourly range can be found in the PTN report on row 1 Revenue hours. The "D" is a typo, and it should be a "B". GCRPC will post an addendum to this RFP on our website to correct this information.

33. Is this proposal replacing our normal contract that we sign and get reimbursements on the 5311 or is this for services that would be reimbursed on our 5310 reports?

This RFP is replacing the 5311 Program agreements you would sign and receive reimbursements for. This RFP is not for the 5310 Program.

34. Also, do you have a recording of the video that I can review so that I can complete the applications correctly?

You can submit an open records request. Submitting an open records request does not guarantee that you will receive the information before the proposal due date.