



**REQUEST FOR PROPOSALS  
APTS-21-S-RFP**

**Intelligent Transportation Systems (ITS)/Technology Solutions for Public Transit  
Minutes of Pre-Bid Conference – May 17, 2021**

**Introductions:** FDOT – Tony Brandin-Transit Operation Manager  
CUTR - Carlton Allen – TRIPS Program Manager  
CUTR - Dean Kirkland-McMillan – Compliance and Oversight Manager with CUTR  
CUTR - Paul Goyette – FTSON Program Manager  
CUTR - Stephen Wachtler – Program Director  
CUTR - Lazara Stinnette – Administration Specialist with TRIPS Program  
CUTR - Bill Mayer – Advanced Public Transportation Procurement Service  
CUTR – Roberta Yegidis

**Revised Due Date:** Addendum was issued to revise due date to July 1, 2021, 5:00 PM EST. All documents relative to this proposal can be found on TRIPS website – [www.tripsflorida.org](http://www.tripsflorida.org).

**Tier Section:** In reviewing previous pre-bid questions, it appears that there are many questions regarding the methodology of the tier system. After reviewing the methodology of the tier system, to simplify it we are trying to capture transit agencies throughout Florida, which range from 2-3 vehicles to 10 vehicles and also several hundred. We want to ensure that the resulting contracts will accommodate all size agencies, many of which have multiple funding sources (5310, 5339, 5311, 5307), to purchase off of this agreement. Want to capture everyone. Hope to satisfy the needs of all transit agencies, not just the large urban. The ones that are doing the demand response transportation. Have well over 200 smaller transit agencies that have 5 or less vehicles. Do not have staff to conduct a proposal like this. If you need further clarification, please ask.

**Question:** If agencies opt in, are we doing a general qualification procurement, people opt in as they want?

**Response:** Yes – trying to set up a base price so we know what the price will be to the agency. There may be finite issues that you need to work with the agencies on, but we want to establish a best hourly base price for integration and to assist smaller agencies who do not have the resources to issue their own procurements. If they choose your organization, there may be finite issues to discuss with the agency but want to find the best hourly rate for integration, at least their base funding. We want to find the best price for an hourly integration rate, to ensure that agencies understand what their costs will be versus their available funding.

**Question:** Will the contract be with each individual agency or are you there be a parent company?

**Response:** Kind of a parent, but the end contract will be with the agency. We are providing the mechanism for agency. It will be our contract and we will manage, but the actual agreement will be between the purchaser and the vendor. We are doing this on behalf of the smaller Florida agencies. Smaller agency's do not have the resources to do their own procurement and rely on FDOT for RFP.

**Question:** We have done contracts with multiple agencies and hundreds of vehicles, with the idea being that everyone would have a blanket based system. Should an agency want something special or a change, are you leaving that up to the agency to work with the vendor directly?

**Response:** Leave up to individual agencies to work with the vendor directly. Leaving the choice up to each agency. Our contracts will be a base and then each agency can tailor it to their needs, similar to our small and medium duty vehicle contracts. As an example, we have a base bus with options for each agency to choose from. An agency can select and build the vehicle however they want. If they want a different air conditioning, they can choose and build their vehicle the way they want it. Each agency will work with the vendors directly as to what they want.

**Question:** What is your feeling on the demand? What are expectations after you select a firm, what is your expectation of total vehicles or firms that will participate?

**Response:** Realistic anticipation of total vehicles and firms that will participate – unknow at this time. Demand will get greater and greater – technology-based society. When will the bus get there? Agency's need to collect a lot of data. Electronic data is ever increasing. We have no idea how many agencies will participate – no base number of agencies. Leave it up to the salespeople to sell their products. There will not be a base guarantee. An open contract for the transit agencies in Florida. Will leave up to salespeople to get the agencies interested in their products.

**Question:** Regarding the tier process - how does 50% of base option tier process work? You do not elaborate of which half or what the base is and there are no other details.

**Response:** You need to respond to at least 50% in each tier, whatever percentage that you can provide as long as it is within the 50% are the base items, which are bolded and underlined. In tier 1 there are two base items, both of which need to be included – you can pick any item; you need to include both items in tier 1.

**Question:** Is there a minimum of qualification, minimum standard, how many clients you have, your business that is going to be the base line minimum to qualify.

**Response:** Not really. We have not looked that deep into it. If you can provide information that proves that you will be successful, that would qualify you.

**Question:** I just want clarification that we can go for just one tier, as an example I can go for just tier 2?

**Response:** No, you have to do tier 1 to do tier 2 and then if you want tier 3, you must go for the base items in tier 1, plus 50% of the other items in tier 1, 50% of tier, plus base items in tier 2 and 50% of tier 2 than you can bid on tier 3. You do not have to bid all 3. You can just bid on tier 1, however, to get to tier 2 you must bid on tier 1 and to get to tier 3, you must bid on tier 2. Always have to do the previous one. Fare revenue and ridership reporting are the main intent and then we are adding options for the rest of it.

**Question:** Regarding the fixed route scheduling portion in section 5.3.26, – always an optional component for any of the tiers – if a fixed route scheduling software company is interested in 5.3.26 and already integrate with all of the CAD/AVL systems on the market right now, is there an option to bid or must we partner or sub with vendors to any and all who do not have the fixed route scheduling software or do we have to contract with all other companies with fare portion for agencies that only have 2 buses as an example?

**Response:** If you cannot provide the fare reporting, fare collection, ridership or reporting which is our base in tier 1 plus 2 other items plus base 4 items in tier 2 you cannot bid. You have to qualify for one, – must participate in tier 1 and 2 you cannot bid, before you can get to tier 3. You must partner with someone to get through tier 1 and 2 to get to tier 3. You must have 50% plus preceding items. If you are partnering, you will be the main contact if there is a problem and you will be responsible for everything that your subs are providing. If you want to do scheduling software integrating with cad AVL, you must partner with sub. You can pick you subs; it will be up to the agency as to which one they pick. You can pick any scheduling software you want.

**Question:** If we want to do scheduling services and or software you would have to partner with each CAD/AVL company, as a sub. You would have to partner with everyone providing those services. You will not accept a proposal that exclusively responds to 5.3.26.

**Response:** You pick the subs that you want and then when you discuss it with the agencies, and it will be up to the agency as which scheduling software they pick. You are open to partner with whomever you would like.

**Question:** We provide scheduling services – scheduling software – that component is always optional and is not a prime of any of the tiers. If we want to bid on that we will have to partner with everyone bidding on tier 1, 2, 3 on your 50% tier. It would be easier for us to simply bid on 5.3.26 with a clear commitment that we have integration with all of the industry standard CAD/AVL systems right now. Rather than requiring the fixed route scheduling software to partner with all of the CAD/AVL companies, would you consider a proposal that only responds to 5.3.26 for services and software, we will integrate with CAD/AVL we have proven integrations that exist if this is acceptable. Is this an option?

**Response:** This is not an option, at this time.

**Question:** If I understand it correctly, we have tier 1 – three mandatory options and six optional items, is that right. I need to choose 50% of the six?

**Response:** Yes – Need to respond to revenue ridership and fare collection payment solutions, the three-underneath ridership and fare collection. Three underneath ridership and fare.

**Question:** I see three underneath ridership and fare collection, is that correct?

**Response:** Yes – those are the three base and then there are six extra points. You must choose 50% of the nine. You have to end up with at least 5 of the 9.

**Question:** Does it make any difference which of the nine?

**Response:** The three bold have to be included and whatever other two or more are totally up to you. You can choose two or four.

**Question:** If I am an expert in one of the systems, like fare collection and I want to choose a video server line server system should I choose one or different options?

**Response:** You can do whatever you would like. If you want to partner with more than one video provider, you can that is up to you. That is all that I can say. I cannot tell you how to do it.

**Question:** One question from Q&A that is still a little unclear to me will there be a single vendor selected that will be the king of Florida AVL or will you be selecting or qualifying the short list of vendors, all of whom will be competing for CAD/AVL in Florida?

**Response:** There will not be a single vendor, it is our intention to do a multi-vendor award.

**Question:** How will individual transit agencies satisfy procurement or legal requirements when they choose from the short list, if there are three selected from FDOT? How do they choose? Do they have to do their own procurement or what is that process?

**Response:** They do not have to do their own competitive process; they can choose whichever one that we qualify.

**Question:** The tier system, I think that there are a lot of questions regarding this. A comment from the industry. It really does not reflect the structure of the industry. The way that technical vendors work is that there are a certain set of vendors that work with smaller, medium and larger agencies. While generally we are all capable of working on various size fleets, our respective software and hardware and pricing is not optimized when working with all three size systems, because they are all very different. It is something that you should consider. Maybe in the end you will pick a vendor optimized for small, one for medium and one for larger agencies. How do you plan on reconcile that, because there is not a one size fit all vendor who can competitively accommodate tier 1, 2 and 3 all under one roof?

**Response:** That may be how the evaluation bears it out, exactly as you explained it. The evaluation process will take care of that and those issues. Because with the proposals should describe exactly what they are capable of doing and the evaluation committee will compare that to what we are asking for and make selections based on that.

**Question:** Just want to clarify that the intent is not to get total numbers because there are so many of the pricing table are hourly rates. Is that a fair statement?

**Response:** Could you further explain your question?

**Question:** Hardware is going to be per vehicle and then you have installation is an hourly rate or integration is an hourly rate. You are not asking for total numbers, correct?

**Response:** No, we are not going to have total numbers.

**Question:** If there is a five-bus system, is the goal and the assumption from FDOT, whether you sell five or 50 – they will be the same price?

**Response:** That would be lovely, but we know that is not true. You can break out pricing.

**Question:** The price for 2 may be different than 50 – how do we work with that? All of the base work is the same information for 1 versus 100, what is the natural assumption there?

**Response:** I believe that it is one of the questions that we already responded to. If you give us a price from 0 – 10 and then from 10 to 100 or so and so, we do not have a problem with that. It is a natural assumption that it is cheaper to do 100 vehicles than 1 vehicle. There is nothing wrong with doing it as our term's "tiers". However, you want to break out the pricing.

**Question:** How do we denote that; how do we make that clear to you?

**Response:** The pricing sheet is an excel sheet so you can add columns as you deem necessary, can make clear based on your proposal.

**Comment:** *From CUTR.* Wanted to address the previous question regarding the number of options that you reply to. If you pick 2 or 4 or 6, the minimum goal is to achieve 50%, but if you look at the evaluation criteria, there is an advantage to the more options you offer and the more different products within that option is advantageous. If somebody offers 50% of the items and another vendor offers 90-100% of the items that obviously the proposer offering 100% is advantageous to us. We will be weighting it that some degree.

**Question:** It starts with the forms, you have six different sections, did not see a section for the actual proposal, section for “in addition to” – how do you want it laid out?  
**Response:** Section 5.3 has system requirements, in each section there is a space to the right to put your response.

**Question:** If not bidding on tier 3, should we just leave that blank?  
**Response:** Yes, leave blank - just note what you are bidding on.

**Question:** Maybe you are considering that the matrix will be your actual proposal and that section “in addition,” information on how our system works?  
**Response:** Yes – that works. We have never done an RFP for systems and software like this. We were trying to work out the best way we needed to evaluate this. We expected questions and lots of answers. We laid it out to be easier for us to evaluate.

**TIMELINE:** Need to review timeline so that they understand what we are doing. Next spot on the timeline is 7/1 – proposals are due – must be mailed, can not be dropped off at college. No one at college now – no one to sign for. When mailed they will date, and time stamp them so we will know if you met deadline of July 1 at 5:00 PM EST. Reviews will be done taking some time award date will be based on number of responders, the time it takes to evaluate. The more precise the response to the specification the faster it will be done. It will be pretty expansive for what we are asking for. The more precise the sooner we will award. If we are asking for clarification, it will extend the time tremendously.

**Question:** Will there be another addendum with further other questions and responses, and do you have a date for that?  
**Response:** We had not anticipated doing that – all additional questions can be sent, we will respond, and everything will be posted on Florida TRIPS website in the upcoming RFP’s, everything will be posted on that website, will respond as best we can for the next 2 weeks.

**Question:** Have you considered that the addendum that was issued did not address all questions? I think there was some that did not get answered.  
**Response:** If you have any further questions, need to answer after June 1<sup>st</sup>. We have answered all questions previously received. We will post on the web page.

**Thank you everyone for your interest and participation and we hope to speak with you soon.**