



**MARYLAND TRANSIT ADMINISTRATION**

**MARYLAND DEPARTMENT OF TRANSPORTATION**

Martin O'Malley, Governor • Anthony G. Brown, Lt. Governor  
Darrell B. Mobley, Acting Secretary • Ralign T. Wells, Administrator

**MEMORANDUM**

TO: Holders of Contracts Documents

FROM: Nannette C. Gibson, Procurement Administrator  
Maryland Transit Administration  
Procurement Division  
6 Saint Paul Street, 7<sup>th</sup> Floor  
Baltimore, Maryland 21202-1614

SUBJECT: Addendum No. 1  
Invitation for Bids (IFB) for  
Contract No. T8000-0412, 0413, 0414, 0415 & 0416  
COMMUTER BUS SERVICES between WALDORF, MD  
and WASHINGTON D.C.

DATE: May 22, 2013

**Issued herewith and effective this date is Addendum No. 1. The Bidder shall include acknowledgement of receipt of this Addendum in accordance with Section 3, Item G. of this IFB and reported on the BID FORM , Section 8, Item # 6, Page BF 2 of 13.**

**ITEM ONE:**

- **The Closing date, location and Technical Proposal/“Sealed price bids” remain unchanged, as originally stated in the IFB: “All Technical Proposals and price bids must be received, no later than 2:00 P.M. (Eastern Standard Time), on June 5, 2013”.**

## ITEM TWO:

### ➤ QUESTIONS/INQUIRES/MTA RESPONSES:

#### Question # 1:

If we choose to bid on more than one route, are we required to submit one (1) original and four (4) copies of the technical proposal for each route?

#### MTA Response:

**No, please indicate on your technical proposal and price bid packages which routes you are bidding on. However, please provide a separate price bid packages for each route clearly marked.**

#### Question # 2

Scope of services on Route 610, 620 & 630 says MTA leasing 2 to 3 buses for 3 years, bid form is ambiguous in several areas regarding leased buses in year 4 & 5.

#### MTA Response:

The Scope of Services Section, page 2, Item # 3, **MTA Provided Equipment** for contracts **T8000-0412, 0413, and 0414 only** is modified to read:

**The MTA will offer to lease to the Contractor two (2) or three (3) lift-equipped buses to assist the Contractor during the five years of this IFB. If the Contractor chooses not to accept the MTA's offer, this shall not reduce the Contractor's responsibility for providing lift-equipped vehicles in accordance with the Scope of Services D, Accessibility Requirements and current State and Federal Regulations.**

The Scope of Services Section, page 2, Item # 3, **MTA Provided Equipment** for contracts **T8000-0415, 0416 only** is modified to read:

**The MTA will not provide any additional buses to assist the Contractor during the five years of this IFB. This shall not reduce the Contractor's responsibility for providing lift-equipped vehicles in accordance with the Scope of Services D, Accessibility Requirements and current State and Federal Regulations.**

#### Question # 3

##### **Specific to T-8000-0412 (Route 610)**

Page SOS 2 of 8 items 3 states that the MTA will provide two or three lift-equipped buses. Please clarify if it will be 2 or 3.

**MTA Response:**

**Line 610: Requires buses to operate a total of twenty-six (26) daily trips. There will be thirteen (13) morning, thirteen (13) evening trips. The MTA will provide two (2) additional buses.**

**Question # 4**

**Specific to T-8000-0413 (Route 620)**

Page SOS 2 of 8 item 3 states that the MTA will provide two or three lift-equipped buses. Please clarify if it will be 2 or 3.

**MTA Response:**

**Line -620: Requires buses to operate a total of twenty-six (26) daily trips. There are currently twelve (12) morning and fourteen (14) evening trips. The MTA will provide three (3) additional buses.**

**Question # 5**

**Specific to T-8000-0414 (Route 630)**

Page SOS 2 of 8 item 3 states that the MTA will provide two or three lift-equipped buses. Please clarify if it will be 2 or 3.

**MTA Response:**

**Line -630: Requires buses to operate a total of sixteen (16) daily trips. There are currently eight (8) morning and eight (8) evening trips. The MTA will provide two (2) additional buses.**

**Question # 6**

**Specific to T-8000-0415 and T-8000-0416 (Route 640 and 650)**

Please confirm that the MTA will not provide any State owned buses.

**MTA Response:**

**Line -640: Requires buses to operate a total of sixteen (16) daily trips. There are currently eight (8) morning and eight (8) evening trips. The MTA will not provide any additional buses.**

**Line -650: Requires buses to operate a total of twenty-one (21) daily trips. There are currently ten (10) morning and eleven (11) evening trips. The MTA will not provide any additional buses.**

**Question # 7**

Page SOS 2 of 8 item 3 states that the MTA will provide 2-3 buses to the contractor during the first 3 years of this contract. During the pre-bid meeting it was mentioned that contractors had the option to

keep the buses for the full term of the 5 year contract. Can clarification be given as to what will occur after 2015?

**MTA Response:**

**The MTA will offer to lease to the Contractor two (2) or three (3) lift-equipped buses to assist the Contractor during the five year period for routes 610, 620 and 630 only.**

**Question # 8**

Wanted to follow up on the Amendment #1 on Route 620 & 630 listed under E-Maryland Marketplace; we were only able to acknowledge the bid package and not the amendment #1. Was the amendment acknowledged when we acknowledged the bid package?

**MTA Response:**

**No, don't respond to E-Maryland Market place.**

**Only respond to the addendums posted on the MTA's website. Acknowledgement of the receipt of all addenda shall be required from all bidders receiving the IFB. The Bidder shall include acknowledgement of receipt of this Addendum in accordance with Section 3, Item G of this IFB and reported on the BID FORM , Section 8 Item # 6, Page BF 2 of 13.**

**Question # 9**

Does a contractor have the right to decline an award or withdraw their bid after an award?

**MTA Response:**

**No.**

**Question # 10**

Section O, entitled "Minority Business Enterprise Subcontract Participation Goal", on page 5 of the General Information part of the RFP provides that "[a] contractor may count toward its MBE goal 60 percent of its expenditures for materials and supplies required under the contract and obtained from a MBE regular dealer...." This appears to mean that a prime contractor is limited to counting 60 percent of its expenditures for materials and supplies required under the contract that is obtained from a MBE regular dealer. For example, if a contractor pays a MBE regular dealer, for materials and supplies required under the contract, \$100,000, only \$60,000 may be counted toward the MBE subcontract participation goal. Please confirm that our understanding is correct.

Also, the last sentence of that same paragraph provides that "[t]he MBE credited supplies may not exceed 60 percent of the entire contract goal". How is this sentence applied in the following hypothetical? The overall contract amount is \$1,000,000. As a result, the MBE subcontractor participation goal is \$60,000 (6% of \$1,000,000). The Contractor pays \$100,000 in expenditures for materials and supplies required under the contract and obtained from a MBE regular dealer.

Does the Contractor fulfill its MBE subcontractor goal of 6% by counting the \$60,000 of expenditures it pays a MBE regular dealer for materials and supplies under the contract? Or does the sentence mean that the Contractor can only count \$36,000 of the expenditures it pays a MBE regular dealer for materials and supplies under the contract (\$36,000 = 60% of the entire contract goal of \$60,000 which is equal to 6% of the entire contract)? Please advise.

During the pre-bid meeting it was stated that under the hypothetical situation above the MBE goal would be met.

**MTA Response:**

**The first question asks about the calculations and what is credited towards the goals. If a bidder procures any good/commodity/supply whereby the subcontractor is not the manufacture of the goods/commodity/supply; the 60% rule applies. Only 60% of the cost of the goods/commodity/supply can be counted towards the goals.**

**When the bidder is preparing to achieve the goals as set, they cannot exceed 60% of the established goal with supplies, commodities and/or goods. Ex. If the goal is 15% no more than 60% of the goal can be in commodities/supplies and/or goods.**

**The last point is true... The \$36,000 is the credit towards the 6% goals**

**Question # 11**

**If you do not have age acceptable motor coaches presently in present fleet, will consideration for the contract reposition our company and do we have the option to lease MTA vehicles at the start of the bid?**

**MTA Response:**

**No, you must meet the requirements set forth in this IFB.**

**Question # 12**

We have bid on other State and direct transit authority bus schedule route and charter IFBs. In a previous contract you offered for bid, we submitted a "detailed" book for Scope of Services and Technical support. It is possible to see a sample of an awarded contract as a guide for current and future service?

**MTA Response:**

**Please submit your request on your company's letterhead to my attention. I will forward your request to our Legal Department for review.**

**Question # 13**

Are fareboxes provided to accommodate the bus and driver's area?

**MTA Response:**

No.

**Question # 14**

Will funding for operating capital or working assistance capital available by MTA or an internal/external MTA partner?

**MTA Response:**

No.

**Questions # 15**

**Has the MTA ever awarded a contract that was subsequently retracted because of a winning lower bid price by the operator but operator was not able to perform complete duties because of operational costs?**

**MTA Response:**

No,

**ITEM THREE:**

**The recommended MBE Subcontract Goals are as follows for line 610-6%, 620-6.3%, 630-6.3%, 640-5.8% and 650-5.7% with no-subgoals. By submitting a response to this solicitation, the bidder agrees that this dollar amount of the contract will be performed by certified minority business enterprises.**

MBE Subcontractors not certified by the MDOT **will not** be accepted.

**A bidder who is certified as a Minority Business Enterprise and awarded the contract that results from this IFB is not exempt and must still meet the MBE subcontract goal for this IFB with certified MBE subcontractors as detailed in this IFB.**

The information issued with this Addendum will become part of the contract awarded to the successful bidder. If you have any questions regarding this Addendum, please contact me at 410-767-0813 or by e-mail at [ngibson@mta.maryland.gov](mailto:ngibson@mta.maryland.gov)

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MTA Procurement Division