

PUBLIC TRANSIT MASTER PLAN

RFP '14/25/P

Date: February 21, 2014

Listed below are the questions that have been raised concerning the aforementioned RFP.

QUESTION 1.

p11:

We understand there are numerous transit agency and public operations that fall under the Santa Fe MPO. However, it is unclear from the RFP if recommendations and detailed analysis should cover all agencies denoted in the RFP? (e.g., Santa Fe Trails, Santa Fe Pickup, Taos Express, Rail Runner, Intercity Bus, Santa Fe Ride, Amtrak). If not all, which agencies should carry the most focus from an existing conditions, financial analysis, service planning and capital planning standpoint

ANSWER 1.

All agencies denoted in the RFP shall be represented in the analysis. Initial outreach work and discussions with each agency will ultimately determine the appropriate level of focused analysis needed. For example, Santa Fe Trails provides the greatest levels of service in the MPO Planning Area, however given the integrated nature of transit services all providers should be reviewed in a systemic manner for long term service efficiencies.

QUESTION 2.

p14

Task 2.2 denotes that evaluation will include elements such as "field surveys, boardings per capital, on-time performance and vehicle dwell time). Has this information been captured in the past and for what services? Again, per the previous question - what services under the MPO's purview would be part of this analysis?

ANSWER 2.

The MPO does not have any detailed information regarding the level of information or the timeframe for relevant information. Given that, we have set up Task 1.1 Refine Scope of Work to work with stakeholders, including service providers to allow for inventory of current information and data.

QUESTION 3.

Pg. 14

Does the RFP suggest that existing data is available or original data should be collected as part of the project?

ANSWER 3.

Similar to the above answer we recognize the need for an inventory of the availability of current information as an important step to then refine the scope as needed.

QUESTION 4.

Pg. 14

Task 2.3 to what level of involvement are you seeking from the consultant regarding the travel model? Are you seeking considerations and best practices or seeking the consultant to be actively engaged in model modifications?

ANSWER 4.

We are seeking considerations, best practices and other suggestions to maximize the effectiveness of the model considering transit services. We are not seeking the consultant to be actively engaged in model modifications.

QUESTION 5.

p15

Confirming that Task 5.1 deliverable is marketing plan and that finalized brochures, maps and websites are not part of this project.

ANSWER 5.

Correct. The “coordinated cross-route marketing and promotional plan” may include recommendations for brochures, maps and websites or any other recommendations to maximize regional efficiencies.

QUESTION 6.

Pg.15

Regarding Task 5.2, would this survey be deployed primarily on Santa Fe Trails or other systems under the MPO's purview?

ANSWER 6.

All service providers under the MPO's purview.

QUESTION 7.

General

Is there an estimated budget allocated for this effort? An estimate will help us better tailor our RFP response.

ANSWER 7.

Yes, given the project schedule is over the period of two Federal Fiscal Years the Santa Fe MPO will have to adjust its budget to accommodate that portion of the project occurring in FFY2015. The Santa Fe MPO has estimated an approximate \$100,000 dollar budget. However, if elements of the proposed scope are clearly out of this range we hope that prospective proposers would identify the discrepancy and suggest modifications in Task 1.1.

QUESTION 8.

Please provide an overview of what data are available from each of the relevant service providers, including NTD detail, stop or trip level data, client information etc.

ANSWER 8.

The Santa Fe MPO has not done a preliminary inventory of what data are available from each service provider and similar to answer 2 we understand the need for that inventory to

occur as part of the proposal with room to modify the scope depending on the availability of data necessary to perform the essential tasks.

QUESTION 9.

Please provide the budget for the Transit Plan, or a budget range.

ANSWER 9. Please see answer 7.

QUESTION 10.

Page 17 of the RFP states “The proposal length is limited to ten, double-sided pages, 8.5 in. x 11 in., with no smaller than 12 point font and 1 inch margins, not including additional figures or appendices. Two additional pages may be included to address the qualifications and experience of each additional entity that is integral to the proposal team.” Can you please clarify the second sentence? If you have subcontractors on your team, can the proposal be 12 double-sided pages, i.e. two additional pages if you have subcontractors? Please also clarify what can be included in an Appendix – resumes and certifications?

ANSWER 10.

Correct, if you have subcontractors the proposal can be 12 double-sided pages. Appendix may include resumes and certifications or other information the proposer deems fit to support the proposal.