



**City of Petaluma
Transit Division**

RFP Pre-Bid Conference

**Thursday, December 7, 2017 from 10:00am – 10:45am
555 North McDowell
Petaluma, CA 94954**

Attendees:

- 1) **First Transit**
David Smith, Director, Business Development
- 2) **Hallcon Corporation**
John R. Stoiber, COO/ *by phone*
Rob Balon, CIO
Eric Zanhuis, VP, Commuter & Shuttle
Jaspreet Singh, Operations Manager
Terese Jones / *by phone*
- 3) **MV Transit**
Cristina Russell, VP, Business Development
Robert Saunders, GM
Dottie Deprisco, Client Proposals
- 4) **National Express**
Reno Navarette, Director, Business Development / *by phone*
- 5) **Ride-Right**
W.C. Pihl, VP Business Development
- 6) **Storer San Francisco**
Steven Fernandes, Vice President
- 7) **Transdev**
Richard Mitchell, GM at Sonoma County Transit
Ibrahima Toure, Business Development Director / *by phone*
- 8) **Paratransit Services**
Wanda Gray / *by phone*

Transit RFP Pre-Bid Meeting

Thursday, December 7, 2017

Name	Company	Address	Phone	E-mail
STEVEN FERNANDES	STORA TRANSIT	3519 McDevitt Ave Modesto CA 95358	209-758-7924	STEVEN@STORA.RS.COM
ERIK ZANDHUIS	HALLCON	54 TANFORAN S. SAN FRANCISCO CA	949-929 6851	EZANDHUIS@ HALLCON.COM
ROB BALON	HALLCON	- -	913-890- 6196	RBALON@ HALLCON.COM
JASPREET SINGH	HALLCON	- -	415-915-9767	JSINGH@ HALLCON.COM
David Smith	First Transit	280 Silver Eagle Vacaville CA 95688	707-699-3932	David.a.smith @firstgroup.com
Robert Saunders	MV Transit	955 McDowell Petaluma CA	707-778-4466	Robert.saunders@mvtransit.com
Doreen DeGris	MV	Vacaville CA	707-689-4690	doreen.degris@ mvtransit.com
Cristina Russell	MV Transportation	479 Mason St., Ste 221 Vacaville, CA 95688	707-474-7784	cristina.russell@ mvtransit.com
W.C. Pihl	RIDE RIGHT	16 Hawk Ridge Ln. Lake St. Louis MO 63349	707-803-2954	wpihle.ride-right.net
Richard Mitchell	Transdev	355 Robles Ave Santa Rosa	707-974-8867	Richard.mitchell@ Transdev.com

Questions:

1) Who currently provides the Trapeze software?

Answer: The contractor.

2) Will the contractor continue to provide the paratransit dispatching software?

Answer: The City is open to the contractor continuing to provide the software or the City purchasing software.

3) Will there be an option for the contractor to propose Paratransit dispatching software in the RFP?

Answer: Yes.

4) Is the Avail AVL software City-owned?

Answer: Yes.

5) Will the Union contract be included in the RFP?

Answer: Yes.

6) Will it include the breakdown of list of employees and their rates?

Answer: Yes.

7) Is the City disclosing at this point the name of the new Transit Manager?

Answer: No.

8) Does the City furnish the office furniture, computers and pay for utilities in the Contractor offices?

Answer: Yes.

9) Do you have plans to move to electronic fareboxes in the fixed route buses?

Answer: No, not at this time.

10) Who counts the farebox money?

Answer: The contractor currently does this, though the City is considering having the bank do this in the future.

11) Are you willing to give us a copy of the last month of daily cash so we can estimate how much staff time this will take?

Answer: Yes, this is shown as "Bank Deposit" in the attached "Petaluma Ridership Statistics: Ridership By Passenger Type Nov-17".

12) Are parts supplied by the City?

Answer: Yes.

13) Are non-revenue vehicles supplied by the City?

Answer: City authorizes the use of one (1) spare revenue vehicle by the CONTRACTOR's Road Supervisor to enable quick relief bus service in case of a late bus, an accident, incident, or other existing or potential service disruption. CITY does NOT provide vehicles for routine shuttling of drivers back and forth for breaks, or for other purposes, and CONTRACTOR must provide at least (2) vehicles for these purposes. The City also provides one 2002 retired paratransit cutaway as a "Shop Truck"; this van may be replaced in 2018 by a paneled shop van that is being retired from another City division.

**PETALUMA TRANSIT OPERATIONS &
MAINTENANCE CONTRACT**

**Request for Proposals
Pre-Bid Meeting**

December 7, 2017, 10:00am
555 N. McDowell Blvd., Petaluma, CA 94954

AGENDA

1. Introductions
2. Agency Background
3. Service Overview
4. Fleet Overview
5. Key Information and Cost Proposal:
 - Contract duration: Four (4) Fixed and Three (3) Option years
 - July 1, 2018 – June 30, 2022, ext. to June 2025 with option years
 - Contract will be reimbursed on a two-tiered formula (fixed monthly rate and a fixed variable hourly rate)
 - Cost proposals must be provided in a separate, sealed envelope
 - Cost proposals must not be included with the other required proposed materials.
6. Evaluation Criteria
 - Ability of CONTRACTOR to perform; experience and history with similar transit contracts (20%).
 - Experience and qualifications of the proposed local and regional personnel (20%).
 - Price proposal (50%).
 - Experience with integration of innovative technologies (including brand of para software, AVL software, and other hardware/technologies proposed for project) (10%).
7. Timeline
8. Questions

Emily Betts
Interim Transit Manager
ebetts@ci.petaluma.ca.us
9. Facility Tour and Vehicle Viewing

City of Petaluma Transit
Vehicle Roster 6/1/17

Petaluma Transit & Paratransit Fleet									
FIXED ROUTE FLEET									
VEH #	STATUS	YEAR	Manufacturer		Model	Length	Seats	FUEL	MILEAGE
37	IN SERVICE	2011	Gillig	Gillig LF	Transit Bus	29'	23	Diesel	78,052
38	IN SERVICE	2011	Gillig	Gillig LF	Transit Bus	29'	23	Diesel	85,678
39	IN SERVICE	2011	Gillig	Gillig LF	Transit Bus	29'	23	Diesel	79,417
40	IN SERVICE	2011	Gillig	Gillig LF	Transit Bus	29'	23	Diesel	81,156
33	IN SERVICE	2007	Gillig	Gillig LF	Transit Bus	35'	34	Diesel	196,409
34	IN SERVICE	2007	Gillig	Gillig LF	Transit Bus	35'	34	Diesel	183,503
35	IN SERVICE	2007	Gillig	Gillig LF	Transit Bus	35'	34	Diesel	186,911
36	IN SERVICE	2007	Gillig	Gillig LF	Transit Bus	35'	34	Diesel	173,510
41	IN SERVICE	1999	New Flyer	DLF-40	Transit Bus	40'	38	Diesel	562,108
42	IN SERVICE	1999	New Flyer	DLF-40	Transit Bus	40'	38	Diesel	566,073
43	IN SERVICE	1999	New Flyer	DLF-40	Transit Bus	40'	38	Diesel	603,170
31	IN SERVICE	2016	Gillig	Gillig LF	Transit Bus	35'	34	DEH Hybrid	80
32	IN SERVICE	2016	Gillig	Gillig LF	Transit Bus	35'	34	DEH Hybrid	80
44	IN SERVICE	2016	Gillig	Gillig LF	Transit Bus	40'	40	DEH Hybrid	80
14									
PARATRANSIT									
VEH #	STATUS	YEAR	Manufacturer	Model	Vehicle Type	Length	Seats	FUEL	MILEAGE
Larger-Type II									
11	IN SERVICE	2013	Elkhart Coach	MG102	Cut-a-way	24	12	Gas	8,722
12	IN SERVICE	2010	EIDorado National	Aerotech	Cut-a-way	24	12	Gas	56,020
13	IN SERVICE	2015	Elkhart Coach	MG102	Cut-a-way Ford E450	24		Gas	2,631
18	IN SERVICE	2017	Glaval	Universal	Cut-a-way Ford E450	22	11	Gas	2,220
19	IN SERVICE	2017	Glaval	Universal	Cut-a-way Ford E450	22	11	Gas	2,209
Smaller-Type I									
14	IN SERVICE	2011	EIDorado National	Aerotech	Cut-a-way Ford E450	22	8	Gas	50,235
15	IN SERVICE	2012	Elkhart Coach	MG101	Cut-a-way Ford E350	22	8	Gas	34,947
16	IN SERVICE	2012	Elkhart Coach	MG101	Cut-a-way Ford E350	22	8	Gas	32,900
17	IN SERVICE	2015	Elkhart Coach	MG101	Cut-a-way Ford E350	22	8	Gas	2,746
9									
Support Vehicles									
VEH #	STATUS	YEAR		MAKE	MODEL	Length	Seats	FUEL	MILEAGE
420	in service	2003	Ford	Taurus	sedan		5	Gas	42,376
	City Owned				city				
421	in service	2007	Ford	Ranger	pickup		2	Gas	45,488
	City Owned				city				
756	in service	2003	Ford	Crown Vic	sedan		5	Gas	219,734
	MV Owned			white	MV				
987	in service	2004	Ford	Taurus	sedan		5	Gas	120,408
	MV Owned			silver	MV				
Contingency Fleet - Shop Truck									
VEH #	STATUS	YEAR		MAKE	MODEL	Length	Seats	FUEL	MILEAGE
3	shop truck	2002	Champion	Cut-a-way		22	6	Gas	264,409

TENTATIVE SELECTION SCHEDULE

December 7, 2017	Site Visit & Pre-Proposal Conference Pre-Proposal Conference – 10:00 a.m.
December 11, 2018	RFP Issued
December 29, 2017	Last day for submission of questions
January 4, 2018	Issuance of Final Addenda, if any
January 18, 2018	Proposal submittal due date and time 5:00 p.m. California time
February, 2018	Best and final negotiations
March 5, 2018	Petaluma City Council award contract
July 1, 2018	Commence service

Note that schedule can change at the City's sole discretion.