

RFP Questions

RFP PDF Page Number	Section/Attachment Reference	Question
24	Bid Guarantee	Please confirm if bidders need to submit a bid guarantee equivalent to 5% of the bid price.
14	Letter of Interest Submission Page	Regarding this statement in the Southeast Area Transit District Letter of Interest Submission Page Management Services form: "My Company also agrees and understands that in the event that SEAT is required to purchase such services from another vendor for any reason due to my company's failure to perform in accordance with the terms and conditions of this contract, my company will be charged the total cost of the other vendor(s) to perform the service, plus \$100.00 (per occurrence) to cover administrative fees and costs." What is meant by the "total cost" to the other vendor and how is that determined? Additionally, would this be included in the contract language? Could we have some more clarity as to the spirit of this statement?
56	Appendix E	Please confirm the required insurance policies are to cover claims caused directly by the General Manager, and all other claims caused by employees of the District are covered under District insurance policies.
51	DBE	Please clarify if there is a DBE requirement.

RFP Answers

RFP PDF Page Number	Section/Attachment Reference	Answer
24	Bid Guarantee	No, they do not.

14	Letter of Interest Submission Page	If SEAT is required to engage another company or individual, that is not your company or employee, to perform services that are outlined in the RFP that are specific to the General Managers' services. Then your company will be responsible for the expenses incurred for those services. The total cost will be determined by the expenses paid directly to that company or individual.
56	Appendix E	Correct, that is the intent.
51	DBE	DBE is preferred but not a requirement.

Proposer #2

Re

RFP #24-01 TRANSIT MANAGEMENT SERVICES SOUTHEAST AREA TRANSIT DISTRICT (SEAT), CT

1. Kindly confirm if the solicitation is for the management services for all the three services SEAT provides, that is, Fixed Route, Micro-transit, and ADA Paratransit?

Yes.

2. Can SEAT confirm if the vendors are expected to provide any software technologies for this project or just need to provide management services to the existing software and technologies?
a. Kindly provide the list of software requirements, if any.

Just need to provide management services to support the existing software and technologies.

3. Can SEAT confirm the total budget for the year one and the subsequent years for this solicitation?

No, they will be determined during evaluation process.

4. Kindly confirm if the total number of vehicles under this project is 50.
a. Is SEAT expecting an increase in the fleet size in the future? If yes, by how many vehicles?

Yes, 50. Future size unknown, possible 10% increase over the next 5 years.

5. In the RFP it is mentioned that "A Proposer must include a signed and notarized certification that the person submitting the proposal has the authority to represent and bind his/her firm in this matter."
a. Please confirm where this certificate should go in the proposal?

Submit with the additional information requests outlined in, Guidelines for Submitting Proposals, section 7.

6. In the RFP, a requirement for the management of ADA Paratransit Services is mentioned. Can SEAT further elaborate on the statement and requirement including software requirements, if any?

Management of sub-contractor that performs the services and the existing software.

7. Will SEAT allow the vendors to submit the bid electronically? If yes, kindly mention the method of submission.

Per the RFP page 9: (5) hard copies required and (1) digital copy required address and email address supplied.

8. Will SEAT accept electronic signatures on the forms and cover letter?

No.

9. Is there any DBE participation goal for this project? And, if yes, does the vendor need to be already DBE certified in CT to submit a bid?

DBE is preferred but not a requirement.

10. Can vendors include confidential and proprietary information in the technical proposal? And how should pages with such information be marked?

Yes, use of a watermark noting them as confidential and/or proprietary technical information.

11. Is there any page limit for the technical proposal?

No.

12. Given the proximity of the response submission deadline, could the Agency extend the submission date to allow Vendors to provide more responsive and informed proposals?

Yes, I have extended the submission deadline one week. See attached Addendum.
