



**SACRAMENTO AREA COUNCIL OF GOVERNMENTS
REQUEST FOR QUALIFICATIONS
(RFQ # 2018 - 0002)**

SMART MOBILITY CHALLENGE

ADDENDUM NO. 1

April 6, 2018

This Addendum No. 1 includes the following responses to questions received from interested parties. Please complete and include the Addendum Acknowledgement Form (attached) in your Statement of Qualifications.

- **Deadline to Submit SOQs:** Please note that the deadline to submit Statement of Qualifications has been extended by one-day to April 14, 2018.
- **Standard Agreement Template:** Part A: Standard Agreement Template has been modified to add that the selected vendor for this project will be required to submit a Cost Proposal with their executed Agreement.

QUESTIONS FROM VENDORS

Q1: Are you able to share any budget information?

A1: Not at this time.

Q2: Will we be able to refine our pricing proposals after speaking with the project teams to better understand scope / level of desired service?

A2: Yes. The final scope, schedule, and budget for each challenge solution will be negotiated between the qualified selected vendor and the participating Civic Lab team through a sub-agreement.

Q3: Are bidders permitted to pass through reasonable travel costs for setup, launch, and ongoing operations?

A3: Yes, however, cost reimbursements are subject to the requirements set forth in Sections 5 and 6 of the SACOG Standard Agreement Template.

Q4: Are bidders permitted to submit pricing addenda to outline how they have reached their total proposal price amounts, for added clarity?

A4: Yes, you can submit an addendum with your Cost Proposal. However, the required Caltrans cost forms must also be submitted.

- Q5: *Can project teams provide a general window of fares they are considering for different categories of riders under their pilot, for each of the individual projects?*
- A5: Not at this time, this information can be requested from the project team during the sub-agreement process.
- Q6: *Are fares retained by project teams or the contractors?*
- A6: This will be determined through the sub-agreement between the selected vendor and the participating Civic Lab team.
- Q7: *For relevant projects, are project teams amenable to using independent contractor drivers?*
- A7: Yes
- Q8: *For Challenges #2 and #3, what level of wheelchair-accessible service is desired, if any?*
- A8: Responses for Challenges 2 and 3 will have to be wheelchair accessible to match existing services.
- Q9: *For Challenge #2, is specific parking data available (such as vehicle entry and departure by time)?*
- A9: Weekdays, the lot fills by 7 a.m. and there's a sharp reduction in parking occupancy starting after 3 p.m., which corresponds with train arrivals bringing commuters back into town.
- Q10: *For challenge #5, is the described AV service to be ADA compliant, or complimentary to existing ADA-compliant (human operated) shuttle?*
- A10: The existing shuttle service is ADA compliant, and any new shuttle service would also need to be ADA compliant.
- Q11: *What are the desired hours of service and frequencies / headways for the campus shuttle?*
- A11: The shuttle would run approximately every 15minutes between 7:30am – 10:00pm.
- Q12: *Please confirm that all liability insurance limits that are required can be met by any combination of primary and excess insurance.*
- A12(a): Depending upon the specific type of challenge and solution, there may be a separate requirement added to the contract for umbrella/excess coverage. As noted on the Standard Agreement Template attached to the RFQ, "SACOG recognizes the need for substantial revisions to the SACOG's Standard Agreement to accommodate the needs of the specific projects." For example, for proposed solutions that involve the use of car share, van pool, shuttles, buses or other vehicles, there will be a requirement for an umbrella/excess policy in

an amount not less than \$5,000,000 per occurrence over the primary Automobile and General Liability policies.

15. *Insurance Requirements - d. Certificate of Insurance and Additional Insured Requirement: Contractor shall furnish to SACOG an original Certificate of Insurance on a standard ACORD form, or other form acceptable to SACOG, substantiating the required coverages and limits set forth above and containing the following: (1) Thirty (30) days prior written notice to SACOG of the cancellation, non-renewal, or reduction in coverage of any policy listed on the Certificate.*

The standard is to provide Notice of Cancellation 30 days, 10 Days for Non-payment, the current Cancellation language found on the standard ACORD form is "Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions". Please confirm that SACOG will amend the contract to the industry standard.

A12(b): SACOG will amend the contract template language to provide that notice shall be provided to SACOG in accordance with the underlying policies provisions.

15. *Insurance Requirements - e. Certified Copies of Policies: Upon request by SACOG, Contractor shall immediately furnish a complete copy of any policy required hereunder, including all endorsements, with said copy certified by the insurance company to be a true and correct copy of the original policy.*

Complete copies of policies contain propriety information (relating to other contracts/customers) which we are not permitted to make public. Please confirm that SACOG will accept the certificate of insurance evidencing the required coverage as is typically done in the industry.

A12(c): A certificate will be accepted, however, SACOG may still request a copy of the policy. If certain information is proprietary and confidential it may be redacted prior to responding to SACOG's request.

Q13: **For Challenge #5**, what are the desired hours of service and frequencies / headways for the campus shuttle?

A13: See answer to question 11.

Q14: Will these questions be publicly visible?

A14: Yes.

**ACKNOWLEDGEMENT OF ADDENDUM TO
REQUEST FOR QUALIFICATIONS
(RFQ # 2018-0002)**

SMART MOBILITY CHALLENGE

Instructions: Complete and sign this form. Mail the original signed acknowledgement to Lillian Casipit, SACOG, 1415 L Street, Suite 300, Sacramento, CA 95814, before the SOQ deadline. Failure to do so may result in disqualification of your firm's SOQs.

The undersigned acknowledges receipt of **Addendum No. 1** dated **April 6, 2018**.

Printed Name: _____

Signature: _____

Title: _____

Firm: _____

Address: _____
