



**SOLICITATION ADDENDUM #2**

Addendum Issuance Date: August 20, 2024  
Solicitation Number: RFP PTD24-005  
Offer Due Date: Thursday, September 5, 2024, at 2:00 p.m. MST  
(Local Time)  
Title: Fixed Route-Services – West Transit Facility

City of Phoenix  
Public Transit Department  
302 North 1<sup>st</sup> Ave.  
Suite 900  
Phoenix, AZ 85003  
[PTDProcurement@phoenix.gov](mailto:PTDProcurement@phoenix.gov)

**I. Solicitation Modifications.**

**A.** The solicitation is modified by revision and replacement of **Section 7.3(B)** as follows to increase the page limit:

**B.** Submitted in an 8 ½ x 11 loose leaf three-ring binder, preferably using double sided copying and at least 30% post-consumer content paper. Offer may not exceed **150** single-sided pages exclusive of the following:

- Cover Letter. A letter of introduction identifying the Offeror, including the name, title, address, telephone number and e-mail address of the Offeror’s authorized representative, and signed by a representative authorized to bind the Offeror to the terms of the Offer.
- Price Proposal (Fee Schedule)
- Required Submittal Forms

**B.** The solicitation is modified by revision of **Section 7.4** to increase the page limits for TABS 1-4 as follows:

TAB 1 – Method of Approach (limit of **60** pages)

TAB 2 – Management Structure and Personnel (limit of **40** pages, not including the organizational chart and résumés)

TAB 3 – Corporate Experience and Past Performance (limit of **30** pages, not including the organizational chart and résumés)

TAB 4 – Facilities Experience (limit of **20** pages)

**C.** The solicitation is modified by addition of Exhibit 50, “OPEIU Local 30 MOU (CBA Modification),” which is separately posted on the City’s solicitation website and incorporated into this Solicitation by reference here.

**II. Written Inquiries.** In response to Offerors’ written inquiries in accordance with the Solicitation’s **Section 1.8** (“Inquiries”), the City of Phoenix (“**City**”) provides answers to those inquiries below.

No.	Question	City’s Response
1	We request further clarification regarding this response please. In the current contracts for the City of Phoenix, pricing is provided for each year of the contract. The RFP for this procurement states that after year 1 and year 2 the contract is adjusted no more than 3% annually. Please clarify which of the two scenarios is accurate:	Offerors must submit a completed Revised Attachment A – Fee Schedule for the entire term of the contract, including all options. Offerors are free to price each year/month in Revised Attachment A – Fee Schedule, however they deem appropriate. The pricing offered is not limited by Solicitation Section 3.4.



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	<p>a) Bidders submit the Fee Schedule for all years of the contract, and then starting in year 3, the contract cannot be increased over the price of the originally proposed rates in years 3-7 by more than 3% annually.</p> <p>b) Bidders submit the Fee Schedule for all years of the contract, but the years 3 through 7 pricing proposed are actually not relevant, as the City will only approve a maximum of 3% over the year 2 pricing for year 3, a maximum of 3% over the year 3 pricing for year 4, etc.</p>	<p>Under Solicitation Section 3.4, Pricing, allowable price increases (up to 3% as approved by the City) after year 2 are in addition to the pricing submitted by Offerors for that year in Revised Attachment A – Fee Schedule. The awarded contractor will be able to request an increase each year of the contract thereafter, subject to City approval.</p>
2	<p>As a follow up to the response for item 14, requesting wage and benefit information for employees, would the City please provide the most recent (February 2023) OPEIU MOU for the Supervisors?</p>	<p>See Section I, Paragraph C above regarding modification of the OPEIU Local 30 collective bargaining agreement by entry of a 2023 memorandum of understanding.</p>
3	<p>Does the City know which battery electric chargers it will be installing?</p>	<p>No. Battery electric charging is in the process of being determined and this information will be provided to the awarded contractor.</p>
4	<p>Please clarify if the City intends for bidders to submit pricing for the Rapid Service and the BRT Services. If so, they will need to know the service detail requested in number 6 and 7 in order to price the service accurately.</p> <p>If this information is not yet available, it would be recommended that the Fee Schedule be revised to remove these sections and have the awarded contractor price these services once service details are available.</p>	<p>The City expects proposers to have the knowledge and expertise to develop a proposal based on the general specifications noted for these types of service in the solicitation.</p>
5	<p>Start-Up: Will the city provide start-up space should a new provider be selected during a potential transition period?</p>	<p>The City will provide start-up space, if needed, for the awarded Contractor during the transition period.</p>
6	<p>Vehicles: Will the city provide training vehicles if a new provider is selected during the transition?</p>	<p>The City will provide training vehicles, if needed, for the awarded Contractor during the transition period.</p>
7	<p>Bus Transmission Plan: In the City of Phoenix transition plan, it lists Electrified Transportation Pro+ Training and Certification Program as part of the workforce development. Is this a cost the City of Phoenix will cover or does the Contractor need to include this in their pricing? If the Contractor needs to include this, what is the expectation for the level of training (Level 1, 2, 3, 4) and what are the costs associated to that expectation?</p>	<p>The City will cover training costs for the Electrified Transportation Pro+ Training and Certification Program.</p>



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8	Pg. 10, 1.9 Addenda: Please confirm if the city wants Bidders to return Pre-Offer Conference Attendance Sheet, Pre-Offer PowerPoint, Site Visit Attendance Sheet, and the entire Addendum 1 document with their proposals, or if Bidders can sign and submit the front page of each document as proof of their acknowledgment and receipt. Please confirm if signed addenda documents are excluded from the page limit.	The Offerors acknowledge receipt of all Addenda by completing and signing Solicitation Section 7.13 and submitting this page with all other required submittal forms in their Offers. Such required Submittal Forms are excluded from the page count under Solicitation Section 7.3. The Pre-Offer Conference Attendance Sheet, Pre-Offer PowerPoint, and Site Visit Attendance Sheet are informational only and need not be submitted with the Offer.
9	Pg. 200, Proposal Format: To ensure the most responsive proposal, would the City of Phoenix please adjust the page limitation for the technical proposal to 150 pages?	See Section I, Paragraphs A and B above regarding increase of Offer page limits.
10	Proposal Format: Please confirm that the city will accept a supplementary appendix that is excluded from the page limit.	The City will not exclude a supplementary appendix from the page limit, but please see answer to question 9 above for increase of Offer page limits.
11	Express and RAPID bus service: Please provide all bidders with the same information provided in Exhibits 30 – 40 from the original RFP for the Express/RAPID service.	The City expects proposers to have the knowledge and expertise to develop a proposal based on the general specifications noted for these types of service in the solicitation.
12	BRT Service: Please provide all bidders with the same information provided in Exhibits 30 – 40 from the original RFP for the BRT service.	The City expects proposers to have the knowledge and expertise to develop a proposal based on the general specifications noted for this type of service in the solicitation.
13	Pg. 34, Section 3.4, Attachment A: Currently, it is our understanding that year over year increases to a bidder's year one price is limited to 3% per annum annually. This methodology may not keep pace with actual year over year costs for the contractor for items such as wages, benefits, and expenses. Please confirm pricing for each year of the agreement is based on the bidders submitted fee schedule for all seven years of the potential contract term and not limited to 3% per annum annually.	See answer to question 1 above.
14	Transaction Privilege Tax: Please confirm that the city has paid or will pay the motor carrier fee for each of the city provided revenue vehicles.	The awarded Contractor is not responsible for taxes and fees on City-owned vehicles.



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15	Replacement Fleet: To ensure the city receives like pricing from all bidders and to compare pricing amongst the varying bidders, will the city please provide a fleet replacement schedule for each year of the contract that all bidders should follow when preparing their pricing. The current fleet replacement schedule can be interpreted differently by potential bidders and may not allow comparison pricing.	Refer to Exhibit 46, Zero-Emission Bus Transition Plan, pages 22-23.
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**III. Remainder.** The balance of the RFP specifications and instructions remain the same. Offeror must acknowledge receipt and acceptance of **all** addenda by signing the Addenda Certification form (**Section 7.13**) and submitting the form with their proposal.

**EXHIBIT 50  
OPEIU LOCAL 30 MOU  
(CBA MODIFICATION)**

**MEMORANDUM OF UNDERSTANDING**

**BY AND BETWEEN**

**FIRST TRANSIT, INC. (Employer)**

**(West Phoenix)**

**AND**

**OFFICE & PROFESSIONAL EMPLOYEES**

**INTERNATIONAL UNION, LOCAL 30, AFL-CIO (Union)**

This Memorandum of Understanding, hereinafter referred to as "Agreement" or "MOU," is entered into by and between the Office and Professional Employees International Union Local 30 (hereinafter referred to as the "Union") for and on behalf of all affected members of the bargaining unit represented by the Union, and First Transit, Inc., West Phoenix, Arizona (hereinafter referred to as "Company" or "Employer").

WHEREAS, the parties maintain a collective bargaining agreement which sets forth the bargaining unit's wage rates in Article 23;

WHEREAS, the parties wish to memorialize their understanding of the modifications of the CBA by way of this MOU:

NOW, THEREFORE, the Union and the Employer hereby agree to the following wage changes retroactive to February 1, 2023, for all dispatchers and supervisors:

**SUPERVISORS**

	<b>Current Wage</b>	<b>2/1/2023</b>	<b>7/1/2023 3.00%</b>	<b>7/1/2024 3.00%</b>	<b>7/1/2025 4.50%</b>	<b>7/1/2026 3.25%</b>
Start	\$ 19.00	\$ 20.00	\$ 20.60	\$ 21.22	\$ 23.00	\$ 23.75
After 1 Year	\$ 20.00	\$ 20.25	\$ 20.86	\$ 21.48	\$ 24.00	\$ 24.78
After 2 Years	\$ 21.00	\$ 21.25	\$ 21.89	\$ 22.54	\$ 25.00	\$ 25.81
After 3 Years	\$ 22.00	\$ 22.80	\$ 23.48	\$ 24.19	\$ 26.00	\$ 26.85
After 4 Years	\$ 23.50	\$ 24.50	\$ 25.24	\$ 25.99	\$ 27.00	\$ 28.77
After 5 Years	\$ 27.14	\$ 31.28	\$ 32.22	\$ 33.18	\$ 34.91	\$ 36.79

For the Union:

Marianne Giordano  
Marianne Giordano  
Executive Director/CFO

3/9/2023

Date

For the Employer:

Tony Mercado For Tony Mercado  
Tony Mercado  
First Transit, Inc.

3/10/2023  
Date