

Responses to Questions Regarding RFP 2026-03 Suisun City Transit Services and Maintenance Services

1. **Evaluation factors:** How will scoring be quantified for technical and cost proposals? E.g., Experience and qualifications will be 50 of 100 points.

Cost is not a factor during evaluation of proposals. Relative value has not been set on the evaluation criteria, but STA expects the value to be roughly equally weighted during evaluation process.

2. **Maintenance facility:** Will STA provide a bay for the bidder to perform vehicle maintenance?

Currently there is no protected facility for maintenance. Contactors should propose based on operating in secure parking lot with adequate space to do minor repairs and servicing. Major component repairs including engine replacement, transmission replacement, and AC unit replacement shall be the responsibility of STA.

3. **Personnel:** Will Labor Code 1070-1074 apply to this procurement? If yes, will you please provide wage, benefits participation, and benefits plans to bidders so bidders can comply with Labor Code requirements? Also, is there a CBA for bidders to be mindful of?

Labor code as identified in the question is not applicable to this procurement, and there is no CBA involved in this procurement.

4. **Personnel:** What roles are considered Key Personnel for this scope of work?

“Key personnel” is mentioned in in sample contract. During final negotiations with selected Contractor, key personnel will be defined. STA expects as least the site manager and the site managers supervisor to be key personnel.

5. **Page limit:** The RFP asks for proposals to be concise. Would you suggest a page limit for bidders to adhere to?

STA asks that proposers eliminate all standard “boiler plate” content and any content that is normally expected of qualified proposers. There will be no special credit for extra content.

6. **Software:** Is STA experiencing any issues with the RouteMatch and Pingo solutions in place today?

STA provides the Pingo product has noted “issues” with the product. If bidders are aware of special circumstances surrounding the Pingo product, concerns should be included in the proposal along with potential solutions.

7. **Cost proposal form:** Would you please explain the term Beginning Level of Service, what exactly are you envisioning the bidders populating that cell with?

At this time, since service hours are specified in the scope, proposers are not required to fill in those boxes.

Vehicles: Does STA have any plans to replace the 2011 and 2012 vehicles during the term of this agreement?

Yes, the 2011 will be replaced in 2027-28 and the 2012 will be replaced in FY 2028-29.

8. **Vehicles (mileage):** Will STA provide miles on each vehicle and any details on any major repairs performed on the existing vehicles?

Bus 1 – 35,158

Front Brakes 3/12/26

Bus 2 -32,106

Front Brakes 8/4/25

Front end rebuild 10/23/25

Wheel seals replaced 11/20/25

Bus 417 – 244,550

Air conditioning recharged 6/3/25

Bus 1803 – 177,699

Air condition recharged 5/14/25

Shocks replace 5/14/25

Front and rear brakes replaced 2/17/26

9. Vehicle acceptance criteria: Does STA plan to publish acceptance criteria to be used at the start of the contract in an addendum, or shall the bidder provide a suggested vehicle acceptance standard as part of their technical proposal?

No, STA expects to deliver the vehicles to the Contractor with normal wear and tear. Successful Contractor will have the opportunity to verify reasonable condition of each vehicle prior to beginning operations. Contractor should base proposal on expectation of the condition of vehicle based on lifetime miles and delivery date.

10. Fueling: A fuel vendor is provided by STA. Does this vendor perform wet hose fueling every evening?

No, vehicles will be filled at a local fueling station to be specified by STA. The current fuel station is at Highway 12 and Sunset, about 1.5 miles from the bus storage area. Contractor shall fuel the buses, as required, during evening daily service based on mileage and fuel level observed during nightly service. Cost of bus transport for fueling is to be included in the overall proposal.

11. KPIs: Please share the current ridership details, on-time performance, miles between road calls, preventable accident frequency rate, complaints per month, and other KPIs you would like the bidder to be responsible for?

Month/Year	Passenger Trips
July, 2024	288
August, 2024	1,584
September, 2024	1,861
October, 2024	1,898

November, 2024	1,467
December, 2024	1,449
January, 2025	1,647
February, 2025	1,492
March, 2025	2,112
April, 2025	1,766
May, 2025	2,221
June, 2025	680
Total	18,465

On Time Performance FY 2024-25	Column1	Column2
	Goal	Actual
Fixed Route	95%	92%
Dial-a-ride	100%	98%

12. DBE: Please confirm there is no DBE goal for this procurement and that a good faith effort is not required.

Correct, there is no DBE goal for this procurement

13. Scope of Work, page 2: This section states: Insurance requirements are attached (Attachment B).

1. Please confirm that bidders are to refer to Exhibit C General Terms and Conditions for insurance requirements.

Yes, bidders should refer to Exhibit C and not Exhibit B.

14. RFP Requirements, 4) Forms, page 3: This section states: a. Acknowledgment of receipt of RFP addenda, if any.

1. Please confirm that the Certification Regarding Lobbying form (page 23 of 23) is the only form required to be included in the technical proposal submission, or if addenda will include an acknowledgment page.

Yes, Certification Regarding Lobbying is the only signed form required for this procurement.

15. Bonding: Please confirm there is no bid bond required with the proposal or performance bond required for this contract.

Correct, there is no bond required for this contract.

16. Proposal Submittal Packaging Requirements, pages 4-5:

This section states: No cost, price, or financial information of any kind shall be included in Package No. 1.

1. Please clarify whether this restriction applies to the wage information required in the technical proposal, and if it should be provided separately.

STA will allow the required “list” of anticipated salaries, wages, and benefits to be included in the price proposal. STA acknowledges that the “list” will not be used as part of the evaluation criteria.

17. Exhibit C, 11. Verification of Coverage, page 7 of 23: Our company does not provide copies of our insurance policies as they contain confidential client information.

1. Will the STA accept broker-issued Certificates of Insurance and/or certified policy endorsements for this requirement?

Yes, the STA will accept Certificates of Insurance and other standard coverage evidence that does not reveal confidential client information.

18. Logo: Does STA approve the use of its logo in the bid response?

Yes, STA authorizes the use of the STA logo for the bid response.

19. RFP Requirements, page 3: This section states that proposals must, at a minimum, contain the following, in the order listed below.

1. Please confirm that the additional Technical Proposal content requirements on pages 4-5 are to be included in section 3, Implementation Program.

STA will allow some latitude as to where the proposer locates this information as long as it is in the Technical Proposal and is easily identifiable for review.

20. Authorized Signature: Will the STA accept electronic signatures?

Yes, STA will accept electronic signatures

21. On page 11 it states STA responsible for purchasing revenue service vehicles and support vehicles. Could you identify the support vehicle (supervision/maintenance)

This procurement will not include a support vehicle provided by STA. The current contractor provides a vehicle for use by the site manager. Proposers should include any extra equipment, including a vehicle if needed, to provide a complete and total service package. That should be identified in both the Technical Proposal and the Cost Proposal, as appropriate.