

MILWAUKEE TRANSPORT SERVICES, INC.

Tuesday, October 6, 2020

ADDENDUM NO: 2

RFP NO: MM-13-20 CONSULTANT TO WRITE FARE COLLECTIONS SPECIFICATION

RFP DUE DATE: OCTOBER 29, 2020 @ 2:00 PM, CST

Please find the attached information:

1. Who is the acquirer bank for this initiative?

Answer: The process MTS is heading into is writing specifications, so an acquiring bank is not yet determined.

2. Which brands of cards (such as Visa, Mastercard, American Express, UnionPay and Discover) which the system will accept?

Answer: This will be determined after the specification is written, though we would envision accepting most major credit cards and payment forms.

3. What is the timeline for the deployment of the new ticketing system?

Answer: MTS does not have an RFP for the new Fare Collection System yet. We are hoping to acquire a technical writer that can produce a Fare Collection System RFP in the Fall of 2020. The Fare Collection System RFP will be issued in 2021.

4. Who will be ABT vendor?

Answer: That cannot be determined until the specification is written and the project is sent out to RFP.

5. (Proposal Price Sheet) Phase II includes assistance "in the RFP selection of a vendor/contractor that will provide focus area 1 and 2". What specifically does "focus area 1 and 2" refer to?

Answer: The focus area 1 and 2 does not exist in this document. This sentence can be modify as followed:

PHASE II Phase II (Optional) - Assist in the RFP selection of a vendor/contractor based on information gathered during the a) review of our current specifications and system functionalities, b) interviews and c) best practices are incorporated to assure that technical specifications for replacement of the current system meet all current and future needs of MCTS
Note: This is an optional Phase at MCTS's discretion.

6. (Proposal Price Sheet) Phase I requests a single hourly rate and number of hours. For a multi-person project team with a variety of billing rates, how would MTS want this information presented?

Answer: See revised price pages attached to this addendum. One person from each firm can email sbaker@mcts.org for the editable Excel version. The editable Excel version shall be returned along with a copy of the pdf version as part of the proposal.

7. (Proposal Price Sheet) Phase II and III includes a single hourly rate only. For a multi-person project team with a variety of billing rates, how would MTS want this information presented?

Answer: see answer #6.

8. Can an SBE that is not a DBE firm qualify for the TBE goal?

Answer: Yes, if they are certified by one of the approved agencies. Please see the contact information for the Milwaukee County CDBP office in the RFP document.

9. If yes, we are a certified SBE in the state of California and under SAM. Will you accept these certifications?

Answer: Yes, if certified as a small business concern in the SBA SAM Registry and in the work area that you are proposing to provide on this contract.

10. If we are required to certify with the County, can you please provide corrected links for SBE webpages? Will you accept certification in progress as good faith?

Answer: You are not required to be certified by Milwaukee County, but must hold certification from one of the approved agencies for TBE participation. Firms must be certified at time of proposal submission.

11. If a DBE is certified in several other states, would this DBE need to be certified in the state of Wisconsin at the time of submittal of the proposal? If so, is there an expedited process to become certified?

Answer: The CDBP office will try our best to complete interstate certification applications as quickly as possible, but we cannot guarantee that a decision will be made prior to the proposal due date for this solicitation. The contact person at CDBP office is Kevin Crampton at 414-278-7939. Reference Milwaukee Transport Services RFP MM-13-20.

12. The Proposal Price Sheet only provides fields for a single hourly rate for each phase. Are you expecting respondents to provide blended hourly rates across our team in the single provided field?

Answer: See answer to #6.

13. How will price be evaluated? Will you be calculating total cost using the provided hourly rate and number of hours provided?

Answer: Award of this work will be based on "best value" to MTS. Best value is a competitive procurement process in which MTS reserves the right to select the most advantageous offer. When determining the best offer/value, price will have approximately equal value to the technical response. After technical scores are complete, price will be evaluated alongside technical merit in a trade-off fashion to choose the proposal that represents the best value to MTS.

14. Is this contract envisioned as a Time and Materials contract or Firm Fixed Price? Does this apply across all possible project phases or just to Phase I?

Answer: This is a Time & Materials contract with a do not exceed cap for each awarded phase of work.

15. Does Milwaukee plan to have a pre-bid meeting?

Answer: No

16. Is there an project budget?

Answer: MTS does not release budget information as part of its RFP process. If you would like to pursue that information through a government open records request, please submit under separate cover.

17. On Page 2, under Introduction, it stipulates that proposals will be mailed/delivered (to include a USB) and that faxed/emailed submissions will not be accepted. Would MTS consider approval of an electronic submission due to the fact that FedEx no longer guarantees delivery timelines.

Answer: See addendum #1 question 3. <https://www.ridemcts.com/business-partners/ebid>

18. On the request for Company Information – we would like to request the section of the proposal that includes information on the company, size, and financials be considered confidential. Is this agreeable to MTS?
- Is there a minimum size requirement for a firm, or is adherence to the criteria of the RFP enough for consideration?

Answer: Please mark as confidential any financial information provided. There is no size requirement for firms.

19. Will MTS consider a DBE as prime, and allow for all DBE work to count towards the TBE/DBE goal?

Answer: Yes

20. Is this a firm fixed price contract or time and material (with a not to exceed cap)?

Answer: This is a Time & Materials contract with a do not exceed cap for each phase.

21. For the Price Sheet, does MTS want an average rate across all proposed team members, and if so, should this be a weighted average across all resources?

Answer: See answer to #6. Revised price pages.

The question period is closed, no further questions will be taken, all questions for the RFP have been answered in this Addendum

RFP NO: MM-13-20

Please sign and return THIS page with the RFP Documents.

We acknowledge receipt of Addendum #2.

Name	Company Name
Signature	Date

Vendor Name:

Description			
Phase 1 Personnel (produce technical specification for new fare system)			
Include Prime/Sub/DBE/ detail as needed below:	Cost per hour (fully loaded rates)	Hours	Total cost
Project Lead			
Technical Writer			
Other (describe)			
Other (describe)			
Other (describe)			
Phase 1 Personnel Subtotal			
Other costs (e.g. materials, etc)	Cost per item	Total items	Total cost
(describe)			
(describe)			
Phase 1-Other Subtotal			
Phase 1 Total			
Phase I -Margin as a %			
Optional Phases			
Phase 2 Personnel (project manage RFP process for new system)			
Include Prime/Sub/DBE/ detail as needed below:	Cost per hour (fully loaded rates)	Hours	Total cost
Project Lead			
Other (Title)			
Other (Title)			
Other (Title)			
Other (Title)			
Phase 2 Personnel Subtotal			
Other costs (e.g. materials, etc)	Cost per item	Total items	Total cost
(describe)			
(describe)			

Phase 2 Other Subtotal			
Phase 2 Total			
Phase II -Margin as a %			
Phase 3 Personnel (project manage fare collection purchase and install)			
Include Prime/Sub/DBE/ detail as needed below:	Cost per hour (fully loaded rates)	Hours	Total cost
Project Lead			
Other-(Title)			
Other-(Title)			
Other-(Title)			
Other-(Title)			
Phase 3 Personnel Subtotal			
Other costs (e.g. materials, etc)	Cost per item	Total items	Total cost
(describe)			
(describe)			
Phase 3 Other Subtotal			
Phase 3 Total			
Phase III- Margin as a %			
Total Estimated Cost for all Phases			\$