



**ADDENDUM No. 2**

MARCH 21, 2022

Solicitation Title: **OPERATION & MAINTENANCE SERVICES FOR THE CITY OF NORTH MIAMI FREE TRANSPORTATION PROGRAM (NOMI EXPRES)**

Solicitation No.: **RFP 17-21-22** Due Date: **FRIDAY, APRIL 29, 2022**  
**By NO LATER THAN 3:30 PM**

Attention all potential bidders:

- MUST Addendum:** Read carefully and follow all instructions. Information included in this Addendum will have a material impact on the submittal for this solicitation. All "MUST" addenda are considered a matter of responsiveness. "MUST" addenda must be acknowledged on Form "A-5". Failure of a Submitter to acknowledge the addenda shall be cause for rejection of the bid.

**Note:** Please be advised that the opportunity to submit questions and/or requests for clarifications regarding this Solicitation is solely for the purpose of clarifying the scope of services, eligibility criteria, performance requirements and procedural matters related to the selection, award and expectations of the City for this contract.

To all prospective bidders, please note the following changes and clarifications:

1. The deadline for submittal for proposals has been extended as follows:

**SUBMITTAL DEADLINE:**

~~MONDAY, APRIL 25, 2022~~ **FRIDAY, APRIL 29, 2022, BY NO LATER THAN 3:30 PM (LOCAL TIME)**

Please be advised that the following section of the Solicitation has been revised as indicated below. See changes on the attached copy under Attachment "A".

2. Final Revised Price Proposal Form – Pg. 41 (see attached copy).

**Please review the following responses to the various Requests for Information and Questions received by the City with regards to this Solicitation:**

- Q.1 Can you please provide a Start Date for this new agreement for the Operations and Maintenance for the City of North Miami Free Transportation Program (NOMI Express)?  
A.1 The City seeks a Contractor that is willing and able to commence services under this Contract by no later than thirty (30) days from Contract execution or as otherwise stipulated by the City (see revisions to Section 2.12 of the Solicitation contained in Addendum No. 1). However, our projected start date for this Contract is August 1, 2022.

Q.2 Page 16, Section 2.7 Bid Bond and Performance Bond states in paragraph two of this section the following; “Upon award of this Solicitation, the selected Respondent **may** be required to provide the City with a Performance Bond for 100% of the total contract amount awarded under this Solicitation, executed by a surety company authorized to do business in the State of Florida in accordance with Florida Statutes 287.0935”. Due to the cost of the Performance Bond, would the City of North Miami please clarify if this will or will not be a requirement as there is a significant cost for this bond.

A.2 **In addition to the Bid Bond requirement, a Performance Bond equaling 100% of the value of the first-year Contract amount will also be required. Please note that submittal of the actual Performance Bond is not due until after award of the Contract and prior to Contract execution. Submittal of the Performance Bond as required by the City will be a prerequisite for execution of the Contract.**

Q.3 Page 17, Section 2.10 Termination of Agreement states “The City reserves the right, in its best interests, to cancel this Agreement by giving written notice to Contractor thirty (30) Days prior to the effective date of such cancellation”. Would the City consider extending this time-line to 90 days as the contractor will have third party commitments that they will need to address in this time-frame?

A.3 **The City reserves the right to cancel this Contract with thirty (30) days written notice due to, among other factors, a lack of available funds or for cause.**

Q.4 Page 21, Section 3.3 Storage & Maintenance Facilities states in paragraph (a) that the City will provide a storage facility for parking and storage of the City-owned trolleys. Will this be a requirement for the Contractor to keep the vehicles at this location? Having the vehicles stored at this location creates several issues?

a. Vehicles that require any type of maintenance will need to be transported to the contractors facility for repairs which will create additional down-time to the NOMI Express System.

b. Vehicles pulling out in the mornings that have minor issues of starting or that require minor repairs will need to be transported to the contractors facility for repairs, creating additional late starts or downtime to the NOMI Express System.

c. Vehicles that need to be washed (exterior) at least once per week will need to be transported to the contractors facility to be washed. Vehicles will be kept cleaner if the vehicles were to be kept at the contractors facility as our facilities are equipped with wash bays and cleaning staff.

Would the City consider allowing the contractor to keep the vehicles at their location to provide a more efficient and reliable service?

A.4 **The City would consider allowing the selected Contractor to store the vehicles at an alternate location provided that the alternate location is within the City limits and meets the approval of the City. Moreover, the City will allow the periodic maintenance of the City-owned trolleys to be performed by the selected Contractor at a location that meets the requirements described in this Solicitation and is located no further than 10 miles from the City boundaries.**

Q.5 Page 21, Section 3.3 Storage & Maintenance Facilities states in paragraph (c) “In the event that the awarded Contractor’s maintenance facility is more than 10 miles from the City boundary, the Contractor shall pay \$1.00/mile for every mile the trolley is driven outside of the City”. Is this \$1.00 per mile charge for each mile driven over the 10 mile threshold or for every mile driven to the contractors location?

A.5 **The maintenance facility utilized by the selected Contractor must meet the requirements of this Solicitation and be located within no more than 10 miles from the City limits.**

- Q.6 Page 23, Section 3.8 requires a backup vehicle with different specifications than the City owned trolleys, therefore please clarify if the spare vehicle needs to be a trolley or can the spare vehicle be a minibus? Will the spare vehicle be required to be wrapped with the City Logo and if so, who will be responsible for the cost of wrapping the spare vehicle?
- A.6 Each Respondent must include in their proposal the required information regarding one (1) additional back-up vehicle in accordance with Section 3.8 of this Solicitation (see revisions to Section 3.8 contained under Addendum No. 1). The back-up vehicle is not be required to be wrapped with the City Logo.
- Q.7 Page 17, Section 2.12 Commencement of Services states “The City seeks a Contractor that is willing and able to commence Services within no later than **thirty (30) days** from award of Contract.” On Page 41 the Price Proposal Form states in #1- “The Respondent acknowledges that Services must commence within **ninety (90) calendar days** from the City’s issuance of a Notice-to-Proceed.” Please clarify if the commencement of service will be thirty days or ninety days from award or notice to proceed.
- A.7 See answer to Q.1.
- Q.8 Page 30, Evaluation Criteria states that the Cost to the City allows for a Maximum of 30 Points, is there a formula that will be used to assign points to the respondents as the lowest cost will be given the full thirty (30) points but how will the second lowest proposal be scored or calculated, please provide the formula to be used in this procurement?
- A.8 The evaluation score for the pricing category will be determined by each Evaluation Committee member in accordance with the Solicitation.
- Q.9 Page 30, Section 4.5 Local Business Preference states in paragraph 2 the following, “A preference of ten (10) percent of the total evaluation points, or ten (10) percent of the total price, shall be given to a local business.” Please clarify if the 10 percent is of the total evaluation points or 10 percent of the total price?
- A.9 In accordance with Section 7-151 of the City’s Code of Ordinances, the Local Business Preference is ten percent (10%) of the total evaluation points.
- Q.10 Page 22, Section 3.6 Technology states “The awarded Contractor will work with the City and its third-party vendors to install and operate GPS tracking equipment on all trolleys to be used on the routes at the City’s expense” and “The awarded Contractor will work with the City and its vendor to install and operate three (3) cameras on all trolleys with a real-time video feed to the City” and “The awarded Contractor shall provide an accurate daily record of boarding and passenger counts and location-based reports to determine ridership based on stops.”:
- Please clarify that the cost for the GPS tracking and phone app will be paid the City.
  - Please clarify that the cost for the three cameras will be paid by the City.
  - Please clarify if the City elects to utilize Automatic Passenger Counters (APC’s), will the cost of the APC’s be paid for by the City.
  - Please clarify that all of the reoccurring monthly costs related to the technology listed above be paid by the City or the Contractor.
- A.10 Yes, the installation and reoccurring monthly cost of the GPS tracking, phone app, cameras, and Automatic Passenger Counters will be paid by the City.
- Q.11 Page 41, Price Proposal Page asks for hourly rates with and without the cost of fuel. For clarification purposes, in the event that the City elects to have the contractor pay for the fuel and the vehicles are required to be stored at the City’s facility, will the contractor be allowed to have a fuel truck fuel vehicles (wet fuel) on the City’s property at 1855 N.E. 142nd Street? In addition, will the City allow wash crews to wash vehicles at the City’s facility?

- A.11 Yes, the City would allow wash crews to wash the vehicles at the City's facility so long as the schedule of such services is coordinated with and approved by the City.
- Q.12 Will you please consider allowing a 2-week extension to the due date to allow ample time for the proposers to model and submit responses after all of the questions have been answered?
- A.12 The new submittal deadline is April 29, 2022, as reflected on the front page of this Addendum.
- Q.13 What is the approved City budget for this contract?
- A.13 The City budget is funded through our Half (½) Cent Transportation Surtax.
- Q.14 Can you please confirm the duration period on this contract and any additional extension options?
- A.14 The initial contract is for a three (3) year term and the City will have the option to renew for three (3) additional one-year terms.
- Q.15 Can the City please confirm that all financial information submitted for this proposal will not be subject to Open Sunshine Law. Please confirm that financial information will be omitted from all Open Public Request.
- A.15 Please be advised that Proposals received by the City become "public records" and shall be subject to public records disclosure consistent with Chapter 119, Florida Statutes. Respondents may invoke the exemptions to public records disclosure provided by law, if any, by citing the specific statutory authority for the claimed exemption, identifying the data or other materials to be protected, and stating the reasons why such exclusion from public disclosure is necessary.
- Q.16 Can you please clarify the bid bond requirement for this contract? (Purchasing)
- a. Can you please confirm the bid bond is 5% of the first year of the contract?
- b. Can you please confirm the bond value for the performance bond?
- A.16 A Bid Bond in the amount equal to 5% of the Respondent's total bid price for the first year of the contract and must be submitted as part of the Bid Proposal. In addition, a Performance Bond equaling 100% of the value of the first-year annual amount will also be required following award and prior to Contract execution (see answer to Q.2).
- Q.17 Can you please confirm how many vehicles will be provided for this contract by the City.
- A.17 The City will provide four (4) 2021 Freightliner MB-65 American Heritage Trolleys.
- Q.18 Can you please confirm how many backup vehicles the City would like the contractor to provide for this contract?
- A.18 See answer to Q.6.
- Q.19 Can you please confirm that the City is providing a lot to park the vehicles but not an office to operate the operation?
- A.19 The City is only providing a lot for storage and fueling the trolleys, but not an office.
- Q.20 Can you please confirm that the contractor must provide their own office to operate this contract?
- A.20 Yes, the Contractor has to provide their own office for operation.
- Q.21 Can you please confirm where the incumbent currently parks the vehicles and where their office is located which dispatches the current operation?
- A.21 The current vehicles are owned, stored and dispatched by the current Contractor.

- Q.22 Who is the current incumbent?  
A.22 The current Contractor is Limousine of South Florida.
- Q.23 What is the current starting hourly rate for the drivers?  
A.23 The City pays the current Contractor an all inclusive hourly rate for their services, including the cost of their vehicles, drivers, fuel, operation and maintenance, insurance, overhead and profit, etc. The hourly salary paid to their drivers is not provided to the City.
- Q.24 Is there a living wage ordinance for this contract? If not, what would the City like contractors to start the drivers at for their starting wage?  
A.24 The City does not have a living wage ordinance for this contract.
- Q.25 Does Miami Dade County's Living Wage Ordinance apply to this procurement? If so, what is the minimum wage the city expects the contractor to pay its drivers?  
A.25 No, Miami-Dade County's Living Wage Ordinance does not apply to this procurement.
- Q.26 What technology is the current contractor providing for this operation?  
A.26 The current Contractor does not provide any technology at the moment. The City is using a third-party vendor to provide GPS Mobile App Tracking and cameras.
- Q.27 What technology within the vehicles is the current contractor providing for this operation?  
A.27 See answer to Q.26.
- Q.28 In an effort to keep or improve the wages of the current drivers for this operation, can the City please share the wages currently paid to the operators?  
A.28 See answer to Q.23.
- Q.29 We intend to hire as many of the existing employees as possible. In order for us to ensure that they make at least as much, or more than they do now, please provide a seniority list for the current employees for this contract, and indicate position, full time or part time, length of service, and current rate of pay.  
A.29 See answer to Q.23.
- Q.30 Does the operator have to staff a public counter or supply marketing materials?  
A.30 No staffing is needed for a public counter and the City will handle all marketing materials.
- Q.31 What technology on board the vehicle is the city providing?  
a. Examples: Cameras, GPS, Tablets, 2-way Radios, Passenger Counters  
A.31 The City will provide the Cameras, GPS App Tracking, and Passenger Counters.
- Q.32 Does the city have a GPS and tracker system it will provide for this service?  
A.32 See answer to Q.31.
- Q.33 Will the city provide the contractor any passenger count technology for this contract?  
A.33 See answer to Q.31.
- Q.34 Will it be the responsibility of the city or the contractor to update the GPS and tracker systems if provided by the city?  
A.34 See answer to Q.31.
- Q.35 Can you please confirm who owns the tracking system and who is responsible for updating it?  
A.35 See answer to Q.31.

Q.36 Will the city provide any cameras for the vehicles?

A.36 See answer to Q.31.

Q.37 What camera technology is the City currently using now?

A.37 See answer to Q.31.

Q.38 When does the City experience their lowest ridership?

A.38 The City experiences the lowest ridership during November, December and January.

Q.39 What type of licenses is the City requesting the operators to hold for this contract?

- a. Please confirm the bidding contractor must provide the current Miami Dade PMC certification with their proposal as stated in the RFP.

Q.39 All operators must have a valid Class C Florida Driver License with a Passenger Endorsement and a current Miami-Dade Passenger Motor Carrier (PMC) Certification will also be required for this contract.

Q.40 Can the city please confirm how many revenue hours per year is expected for this contract?

A.40 The estimated annual revenue hours for this contract is 12,500 hours.

Q.41 Is the city paying the contractor from the time the buses leave the yard till the time it returns? If not, can the City please clarify how it intends to pay the prospective contractor?

- a. Can the City please define its interpretation of Revenue Service?  
b. Does Revenue service start from the time the Trolley leaves the depot to the time it returns?

A.41 The City will pay the contractor an hourly annual rate for the estimated 12,500 service hours.

- a. The revenue hours are the total annual hours by the four (4) trolley service routes.  
b. The Contract service hours shall be calculated based on four (4) routes Monday through Friday, from 7 a.m. to 7 p.m.

The above hours do not reflect the time needed for the Contractor's scheduled maintenance of the trolleys. Therefore, the Respondent's proposed hourly rate must be priced to include the cost of operation, maintenance, supervision, labor, insurance, overhead and profit.

Q.42 Can you please confirm that the City does not have a DBE / Minority Business Enterprise goal for this procurement?

A.42 The City does not have a DBE/Minority Business Enterprise goal for this procurement.

Q.43 What is the anticipated start date for this contract?

A.43 The projected start date for this contract is August 1, 2022.

Q.44 How many years has the existing contractor held this contract? Does this include any extensions? If so, how many extensions and length of each extension?

A.44 The current contractor has had this contract since 2004. Additional information regarding the current contract may be obtained by submitting a public records request through the City's website located at the link below:

<https://northmiamifl.justfoia.com/publicportal/home/newrequest>

Q.45 Please indicate the total amount paid to the contractor for the fiscal year 2019/2020.

A.45 The amount paid to the current contractor for fiscal year 2019/2020 includes the cost of the bus shuttles and fuel provided by the contractor. However, under the new contract,

the City will provide the trolleys and fueling; therefore, the rate of services would not be comparable.

Nonetheless, additional information regarding the current contract may be obtained by submitting a public records request through the City's website located at the link below:

<https://northmiamifl.justfoia.com/publicportal/home/newrequest>

Q.46 Please provide copies of the last 3 months of management reports and invoices from the Contractor for this contract.

a. Management Reports: On-Time Performance, Accidents, Injuries, Breakdowns, Tows, and complaints

A.46 Additional information regarding the current contract may be obtained by submitting a public records request through the City's website located at the link below:

<https://northmiamifl.justfoia.com/publicportal/home/newrequest>

Q.47 For the purposes of insurance and wage costing, please provide by route the current revenue miles and revenue hours; current total miles and total hours; and current deadhead miles and deadhead hours for the provision of these services

A.47 See answer to Q.41.

Q.48 Has there been any issues for the current contract of the routes starting on time?

a. Has there been any issues with On-Time Performance?

A.48 No issues with the current contractor on the start time and on-time performance.

Q.49 How many accidents has the current contractor in 2020 and 2019?

A.49 See answer to Q.46.

Q.50 Please supply any information about current incentive programs for the employees.

A.50 This information is not available.

Q.51 Please provide garage deadhead and distance calculations by route. We need this to verify assumptions pertaining to run types, relief points, travel times and payments, and other premiums paid to drivers. This information is critical for firms to provide the City with their most aggressive and efficient pricing.

A.51 This information is not available.

Q.52 Please provide a listing of accidents reported to the City the current contractor with details (description, route, preventability, date, DOT reportable, etc.) regarding the accident for the last three years.

A.52 See answer to Q.46.

Q.53 Are any liquidated damages associated with this contract? If applicable, please provide details and amounts of all liquidated damages assessed to the current contractor in the last twelve months. Also, please indicate if the liquidated damages for this new RFP differ from the current contract.

A.52 No liquidated damage will be associated with this contract.

Q.54 Please provide a description of any on-board technology currently installed on the fleet. Please provide information regarding ownership, responsibility in maintenance, repair, and replacement. If on board technology is owned by the current contractor, will the new contractor be expected to purchase and replace it?

A.54 The current on-board technology belongs to the City and will be transferred from the current shuttles to the City-owned trolleys for the new Contract.

- Q.55 Can you please confirm who is responsible for this contract's fuel cost?  
A.55 The City will be responsible for the fuel cost (see attached Final Revised – Price Proposal Form).
- Q.56 What has been the annual fuel cost for this operation for the revenue vehicles?  
A.56 This information is not available.
- Q.57 Can you please provide information on the City provided fleet to include engine type, fuel type, current odometer readings, and average miles per year?  
A.57 Please refer to “Attachment B” – Trolley Model and Specification contained in the Solicitation.
- Q.58 What are the annual VMT (vehicle miles Traveled) for each route?  
A.58 Red 11.4 (Miles) x (12/hrs day) = 136.8 x 260 (Weekdays) = 35,568 Miles  
Blue 8.34 (Miles) x (12/hrs day) = 100.08 x 260 (Weekdays) = 26,020 Miles  
Green 8.86 (Miles) x (12/hrs day) = 102.72 x 260 (Weekdays) = 26,707 Miles  
Purple 8.69 (Miles) x (12/hrs day) = 140.28 x 260 (Weekdays) = 27,112 Miles
- Q.59 Please clarify if the Contractor responsible for engine and transmission overhauls for the revenue fleet? Please provide the last 12 months of history for major component replacement and repair for the City provided fleet for this contract.  
A.59 The selected Contractor will not be responsible for engine and transmission overhauls of the new trolleys; however, the selected Contractor will be responsible for periodic maintenance of the trolleys.  
There is not City provided fleet under the current contract; the existing Contractor provides the bus shuttles and is responsible for their ongoing maintenance.
- Q.60 Do any of the City provided buses have remaining or extended warranty on any of the components?  
A.60 This information is not available.
- Q.61 Please confirm how many busses will the City will provide for this contract?  
A.61 The City will provide four (4) new trolleys.
- Q.62 Please confirm how many busses will the City expects the contractor to provide for his contract.  
A.62 The City expects the contractor to provide one (1) back-up vehicle (see answer to Q.6).
- Q.63 How many vehicles is the current contractor providing for this contract?  
A.63 The current contractor is providing four (4) bus shuttles and back-up vehicle.
- Q.64 What is the City 'current life miles goals for each of the revenue vehicles? Does the City have a vehicle replacement plan in place? If so, please describe the planned replacement of any revenue vehicles during the proposed contract term.  
A.64 This information is not available.
- Q.65 In the next two years, what are the three most important things the City wants to accomplish/change with the proposed (services)?  
A.65 The three most important things the City would like to accomplish with the proposed services are the following: 1) increased ridership, 2) increased use of technological innovations and 3) a safe and efficient transportation program.

Q.66 Can the city describe some of the challenge's it's faced for this contract so proposed contractors can offer and propose added value options that will benefit the riders and the city?

A.66 Technological innovations for increasing ridership and route scheduling.

Q.67 Can the City please confirm if the initial bus wrap expense will be covered by the City or the contractor.

A.67 The City will be responsible to wrap the City-owned trolleys.

Q.68 Can the City please confirm how many points will be set aside for Technology and Innovation?

A.68 See revised language under Section 5.1(5) of this Solicitation contained in Addendum No. 1.

Q.69 Can the City please confirm it would allow contractors to be innovative and propose Added Value information in this contract.

A.69 See answer to Q.68.

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**All other terms, conditions, and specifications remain unchanged for this Solicitation.**

**End of Addendum.**



## **Attachment “A”**

