



JUNE 19, 2015

ADDENDUM NO. 2
TO
REQUEST FOR PROPOSALS (RFP)
FOR 511 SF BAY SYSTEM INTEGRATOR, DATA MANAGEMENT &
DISSEMINATION, AND INTERACTIVE VOICE RESPONSE PHONE SYSTEM
CONTRACTOR, DATED MAY 15, 2015, AS AMENDED JUNE 16, 2015

Dear Consultant:

This letter is Addendum No. 2 to the Request for Proposals (RFP) for 511 SF Bay System Integrator, Data Management & Dissemination, and Interactive Voice Response Phone System Contractor, dated May 15, 2015, as amended June 16, 2015. Where text is revised, deleted text is shown in strike-through format; added text is *italicized*.

The RFP is revised as follows:

<u>Addendum Item</u>	<u>Reference</u>	<u>Change</u>
1	RFP, Letter of Invitation	Interested firms must submit an original and fifteen (15) copies, as well as one electronic PDF version, of their proposal by 4 p.m. on Tuesday, June 30 Monday, July 6, 2015 , in accordance with the instructions contained in the RFP. Other key RFP Dates are listed in Section V, <u>Consultant Selection Timetable</u> of the RFP.

Dave Cortese, Chair
Santa Clara County

Jake Mackenzie, Vice Chair
Sonoma County and Cities

Alicia C. Aguirre
Cities of San Mateo County

Tom Azunbrado
U.S. Department of Housing
and Urban Development

Jason Baker
Cities of Santa Clara County

Tom Bates
Cities of Alameda County

David Campos
City and County of San Francisco

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Scott Haggerty
Alameda County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sam Liccardo
San Jose Mayor's Appointee

Mark Luce
Napa County and Cities

Julie Pierce
Association of Bay Area Governments

Bijan Sartipi
California State
Transportation Agency

Libby Schaaf
Oakland Mayor's Appointee

James P. Spring
Solano County and Cities

Adrienne J. Tissier
San Mateo County

Scott Wiener
San Francisco Mayor's Appointee

Amy Rein Worth
Cities of Contra Costa County

Steve Heminger
Executive Director

Alix Bockelman
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

<u>Addendum Item</u>	<u>Reference</u>	<u>Change</u>	
2	RFP, Section V, CONSULTANT SELECTION TIMETABLE, Page 22	9:30 a.m., on Wednesday, May 27, 2015	Proposers' Conference, at 101 8 th Street, Oakland, CA 94607, Claremont Conference Room
		4:00 p.m., on Thursday, May 28, 2015	Closing date/time for receipt of requests for clarifications/exceptions
		No later than three (3) business days prior to the date proposals are due.	Deadline for protesting RFP provisions
		4:00 p.m., Tuesday, June 30, Monday, July 6, 2015	Closing date/time for receipt of proposals
		Week of July 20- August 3, 2015*	Interviews/Discussions (if held)
		Thursday, August 6 Thursday, August 19, 2015*	Date for receipt of Best and Final Offers (if required)
		Friday, September 11, 2015*	MTC Operations Committee Approval
		*Interview, award and approval dates are approximate and are subject to change before or after the closing date of the RFP.	
3	RFP, Section VI, Submittal of Proposals, item 1 Page 24	Interested firms must submit an original and fifteen (15) copies, as well as one electronic PDF version, of their proposal by 4 p.m. on Tuesday, June 30, 2015, Monday July 6, 2015. Submission of an electronic copy of the	

		proposal without hard copies will not satisfy the submission requirement. No proposals submitted solely by email and no faxed proposals will be considered.
4	RFP, Section III, Scope of Work, Period of Performance, and Budget, Subarticle C. Budget Page 20	<p><i>MTC has budgeted approximately two million two hundred thousand dollars (\$2,200,000) for the upfront capital costs (October 2, 2015 – June 30, 2016), seven million two hundred thousand dollars (\$7,200,000) for the ongoing operations and maintenance (July 1, 2016 – June 30, 2019) and nine hundred thousand dollars (\$900,000) for system improvements (July 1, 2016 – June 30, 2019).</i></p> <p>The budget for the upfront capital costs, ongoing operations and maintenance, and system improvements has not yet been determined. Cost effectiveness, cost allocation per project element, and overall price are part of the evaluation and contribute 30% to the overall score (see Section VIII.C, Evaluation Panel and Evaluation Criteria). Additional funding may be available in future Fiscal Years subject to approval of future MTC budgets.</p>
5	RFP, Section 1, Subarticle C. NextGen 511, OVERVIEW OF FUTURE CONTRACT STRUCTURE, Table 1: Anticipated NextGen Contract Structure (FY 17+), Page 12	<ul style="list-style-type: none"> • Data interface tools (e.g., Operations Center tool Transit Data Management tool)
6	RFP, Section 1, Subarticle C. NextGen 511, NEXTGEN 511 PROGRAM AND ROLE OF CONTRACTORS, Data Collection & Processing, Page 15	<p>Page 15 of the RFP Figure 2: <u>NextGen 511 SF Bay Program and Role of Contractors</u> has been deleted in its entirety and replace with Attachment C, <u>Revised Figure 2: NextGen 511 SF Bay Program and Role of Contractors</u>, attached hereto and incorporated herein by this reference.</p>
7	RFP, Section 1, Subarticle C. NextGen 511, NEXTGEN 511	<p>To facilitate the dissemination of transit and parking data, the Contractor <u>will assume and then operate, maintain, and in the future, enhance</u>, the existing parking information system/database, as well as the existing real-time and static</p>

	<p>PROGRAM AND ROLE OF CONTRACTORS, Data Collection & Processing, Page 16</p>	<p>transit information system/database, including a transit data manager used by regional transit operators.</p> <p><i>Transit agencies will have the option to create and maintain their static data directly in the RTD via a Transit Data Manager website, operated by the 511 Web Services Contractor. This website will also provide the mechanism for a GTFS capable transit agency to set up a link to their existing GTFS data source and load data into RTD with a one-click button.</i></p> <p><i>Besides maintenance of the regular service related data, this website will also facilitate maintenance of special configuration data necessary for content displayed on large screen electronic transit information displays (eTID) at various transit hubs across the region. Transit agencies whose services are represented on these displays will maintain the configuration of their routes and stops included in those signs.</i></p>
	<p>RFP Section VII – Form of Proposal, Subarticle G, item 9; Page 30</p>	<p>Provide a list of references (including references for subcontractors) and their contact information, <i>including company and contact name, title, address, phone number, and email address.</i></p>
<p>8</p>	<p>RFP, Appendix A Scope of Work, Element II: Implement System, Table A-2: Existing 511 SF Bay System Components to Transition and Assume, Page 46</p>	<p>Scope Component Transit Data Manager with eTID (a.k.a., Hub Sign) Configuration Tool</p> <p>Description of Scope The Contractor shall operate and maintain the transit data manager, a web-based tool that allows transit agencies to either load GTFS/GTFS+XML data or manually maintain schedule and other static data in RTD. The eTID configuration tool in the Transit Data Manager will allow transit agencies to manage content on the hub and flap signs of the 511 system.</p> <p>Category Required</p>
<p>9</p>	<p>RFP, Element III: Operations and Maintenance, B. Operate and Maintain the Components of the Existing System, 2. Regional Transit</p>	<p>a. Contractor shall operate, administer, and maintain in AWS the RTD, all static transit data stored in the RTD, and the PostgreSQL DBMS RTD is hosted on. <i>The Contractor shall work directly with transit agencies, or their designated representatives to troubleshoot data transfer, procedural and technical problems, and data inaccuracies in order to integrate their static data and eTID configuration data into the RTD, via the Transit Data Manager, which is operated</i></p>

	<p>Database (RTD)/Static Transit, Page 57</p>	<p><i>by the 511 Web Services Contractor. The Contractor shall work with the Web Services Contractor to troubleshoot and resolve issues with the Transit Data Manager's transfer of data to the RTD.</i></p> <p>b. For collection of static data, RTD is supported by two primary tools, <i>XML Engine and Transit Data Manager Website</i>. which the contractor shall maintain and operate: The Contractor shall maintain and operate the XML Engine:</p> <p>i. <i>XML Engine</i>: The XML Engine tool validates and loads static data provided by transit operators in a XML structure developed by MTC. The XML schema can be found at the MTC Contract Services page at the MTC Contract Services page at http://procurements.mtc.ca.gov/ (see Section III.D, <u>Supporting Documentation, Scope of Work, Period of Performance, and Budget</u>). XML files received through email or FTP are processed in the XML Engine in order to load data into the RTD. The XML Engine has a graphical user interface that facilitates a few-click processing of an XML file. A user guide of the XML Engine can be downloaded at the MTC Contract Services page at http://procurements.mtc.ca.gov/(see Section III.D, <u>Supporting Documentation, Scope of Work, Period of Performance, and Budget</u>).</p> <p>ii. Transit Data Manager Website: This tool is separately described in item 3 below. For dissemination of static transit data, the following APIs and services are available at the MTC Contract Services page at http://procurements.mtc.ca.gov/ (see Section III.D, Supporting Documentation, Scope of Work, Period of Performance, and Budget).</p>
<p>10</p>	<p>RFP, Element III: Operations and Maintenance, B. Operate and Maintain the Components of the Existing System, 3. Transit Data Manager Website with eTID Configuration Tool, Page 59</p>	<p>3. <u>Transit Data Manager Website with eTID Configuration Tool</u></p> <p>MTC is in the process of developing this website and it is expected that it will be launched before the Contractor takes over the operation of the 511 system from the existing contractor. The draft high level requirements document for this website are expected to be available in early June 2015, via an addendum. For transit agencies that don't have the ability to produce an XML or GTFS file at their end, this website will allow them to create and maintain their static data directly in the RTD. This</p>

		<p>website will also provide the mechanism for a GTFS-capable transit agency to set up a link to their existing GTFS data source and load data into RTD with a one-click button.</p> <p>Besides maintenance of the regular service related data, this website will also facilitate maintenance of special configuration data necessary for content displayed on large screen electronic transit information displays (eTID) at various transit hubs across the region. Transit agencies whose services are represented on these displays will maintain the configuration of their routes and stops included in those signs.</p> <p>a. Contractor shall operate and maintain the Transit Data Manager Website which includes the maintenance of the static transit and eTID configuration data management tools on the website.</p> <p>b. Contractor shall maintain the user accounts for the transit agencies that use the Transit Data Manager Website, and shall provide technical support and assistance to transit agencies who utilize the website for integrating their data into the RTD.</p> <p>c. Contractor shall alert Transit Agencies about identified data accuracy issues</p> <p>Acceptance of deliverables or completion of milestones are only constituted by written approval and acceptance by the MTC Project Manager.</p> <table border="1" data-bbox="646 1388 1409 1759"> <thead> <tr> <th data-bbox="646 1388 797 1430">ID</th> <th data-bbox="797 1388 1096 1430">Deliverable</th> <th data-bbox="1096 1388 1409 1430">Frequency</th> </tr> </thead> <tbody> <tr> <td data-bbox="646 1430 797 1577">III.B.3.a</td> <td data-bbox="797 1430 1096 1577">Continuous operation of the Transit Data Manager Website</td> <td data-bbox="1096 1430 1409 1577">Throughout the contract period.</td> </tr> <tr> <td data-bbox="646 1577 797 1759">III.B.3.b-e</td> <td data-bbox="797 1577 1096 1759">Transit Data Manager user accounts management and technical support.</td> <td data-bbox="1096 1577 1409 1759">As necessary throughout the contract period.</td> </tr> </tbody> </table>	ID	Deliverable	Frequency	III.B.3.a	Continuous operation of the Transit Data Manager Website	Throughout the contract period.	III.B.3.b-e	Transit Data Manager user accounts management and technical support.	As necessary throughout the contract period.
ID	Deliverable	Frequency									
III.B.3.a	Continuous operation of the Transit Data Manager Website	Throughout the contract period.									
III.B.3.b-e	Transit Data Manager user accounts management and technical support.	As necessary throughout the contract period.									
11	RFP, Element VI: New Contractor Responsibilities,	Element VI tasks are not included in the project funding identified in this Request for Proposal. These									

	Subarticle A. 511.org Website, Page 64	responsibilities, which are optional, would only be incorporated into the contract through a contract amendment. The following are potential tasks that could be incorporated at a later time. Actual detailed responsibilities would be defined at the time of the contract amendment. A. 511.org Website 1. Design, develop, operate, maintain, and/or host the 511.org website (including mobile versions), standalone widgets/interface, and personalizable pages. <i>Operate and maintain the Transit Data Manager Website.</i>
12	Attachment D, <u>Minimum Qualifications</u>	Attachment D, <u>Minimum Qualification</u> , attached hereto and incorporated herein by this reference is added to Section VII of the RFP, Form of Proposal. Proposer's must fill out, sign and return this Attachment D with their proposal.
13	RFP Appendix D, MTC Standard Consultant Contract, Article 11.1.1 Definitions Page 74	The following paragraph has been is added to Article 11.1.1: <i>The term "Proprietary Work Products" as used in this Article 11.1 means recorded information, whether or not copyrighted, that is delivered or specified to be delivered under the Agreement, (excluding computer software, in both object and source code form; software documentation; and digital maps and other digital databases, all of which are covered in Article 11.2 herein), that is not already encompassed within Work Products. Examples of Proprietary Work Products include, but are not limited to: confidential information as defined in Article 11.3; and proprietary information used to create the Work Products that is reasonably necessary or desirable for use of the Work Products.</i>
14	RFP Appendix D, MTC Standard Consultant Contract, Article 11.2.2 Restrictive Software, Page 75	The following sentence is added to the end of Article 11.2.2: "Restrictive Software" is custom-designed software; modified versions of available software; or specialized software no longer commercially available or for which interfaces (a) do not exist, (b) will not be provided as part of the Work, or (c) cannot be readily developed by a qualified third party. Software meeting ISO or National ITS standards or commercially available software is required if available. <i>"Restrictive Software" includes all 511 Software</i>

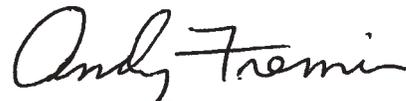
		<i>that is neither MTC Software nor commercial software as described in Article 11.2.6.</i>
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The remaining provisions of the RFP remain unchanged. In the event of a conflict between this Addendum and the previous version(s), this Addendum takes precedence.

Questions and Answers, and Requests for Exceptions regarding this RFP are included in this Addendum.

Any questions concerning this addendum to the RFP should be directed to Janet Banner, Project Manager, at (510) 817-5971 or jbanner@mtc.ca.gov

Sincerely,



Andrew B. Fremier
Deputy Executive Director, Operations

AF:JB

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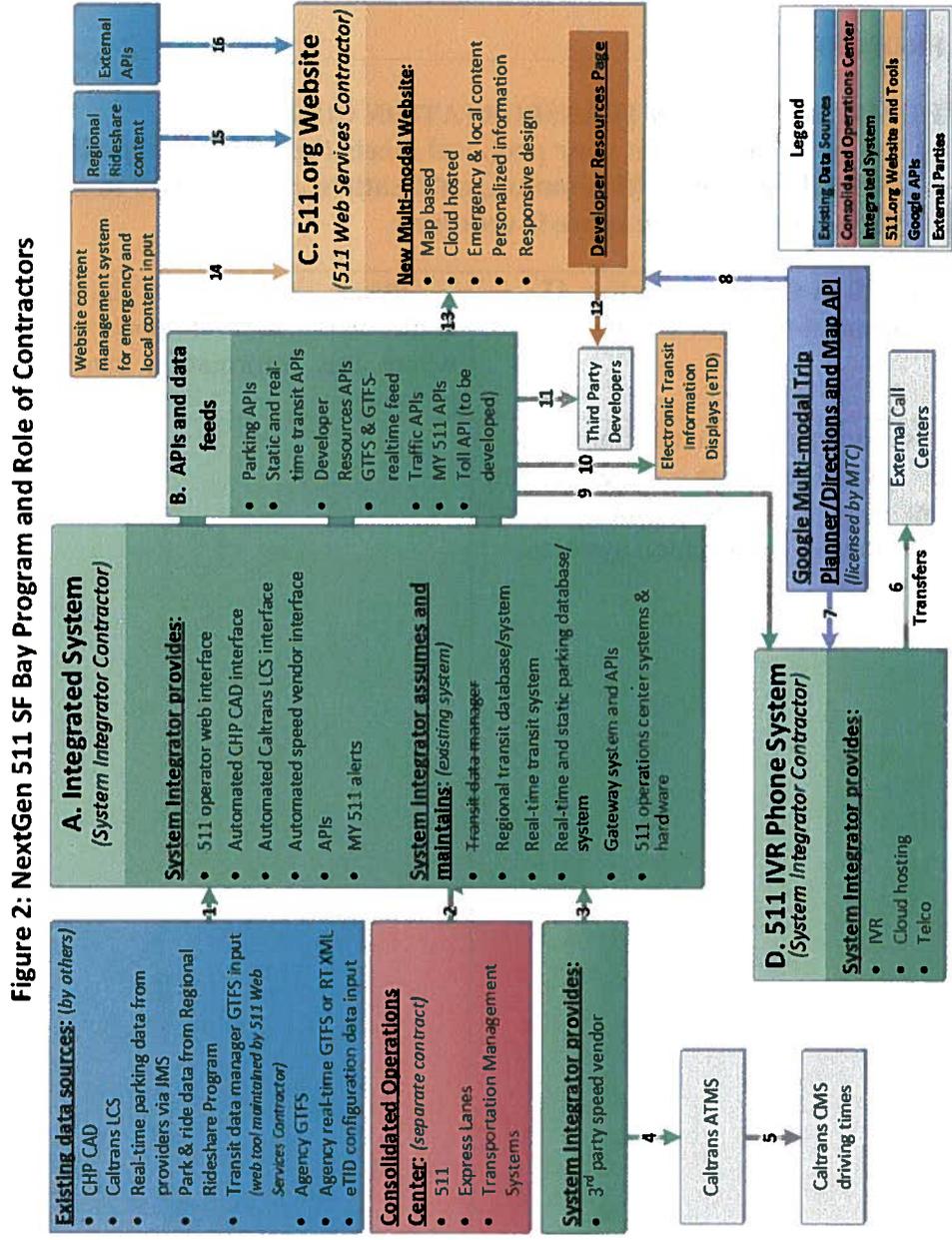
ATTACHMENT A
QUESTIONS AND ANSWERS

Item No.	Question	Answer
1.	Is there a cap to the amount a Contractor can be charged for liquidated damages?	MTC will not be capping the liquidated damages because of the schedule constraints for launching the NextGen 511 System.
2.	Page 75, Exhibit D, Section 11.2 Although the RFP states that a bidder may propose the use of SaaS, there is no corresponding provision in Section 11.2 addressing software ownership under an SaaS model. Such software would only be licensed for the term of the Contract and Section 11.2.7 would not apply.	The use of software under a Software as a Service (SaaS) model is acceptable.
	Is the use of software under an SaaS model acceptable?	Under the SaaS model, MTC does not anticipate that the service would extend beyond the term of the contract.

ATTACHMENT B
REQUESTS FOR EXCEPTIONS

Item No.	REFERENCE	REQUEST	RESPONSE
1.	RFP, Section VII, Subarticle O. Bid Bond, Page 32	Would the MTC reconsider imposing these requirements? It has significant cost implications and will likely eliminate qualified companies from bidding on the 511 System Integrator contract. In lieu of a Bid Bond requirement, perhaps the MTC review the Prime Contractor references on its bid credibility.	No, MTC will not reconsider the bid bond requirements.

Attachment C
 Revised Figure 2: NextGen 511 SF Bay Program and Role of Contractors



ATTACHMENT D
MINIMUM QUALIFICATIONS

**511 SAN FRANCISCO BAY AREA SYSTEM INTEGRATOR, DATA MANAGEMENT &
DISSEMINATION, AND INTERACTIVE VOICE RESPONSE PHONE SYSTEM**

FROM: PROPOSER'S NAME _____

TO: THE METROPOLITAN TRANSPORTATION COMMISSION,
By signing below you attest that your proposal meets the minimum qualification detailed on
page 20 of the RFP, Section II Minimum Qualifications and detailed in the Bid Form below,
attach additional pages if more space is required:

	Page 20 of the RFP, Section II Minimum Qualifications	Please specify how your firm meets the minimum qualification, and reference the section and page number where this information can be found in your firm's proposal.
1.	The Proposer must have a minimum of 3 years of experience in development, deployment, operations, and maintenance of 511 or other traveler information systems.	

2.	Proposer's project manager must have a minimum of 5 years of experience in the field relative to the project responsibilities to which he/she will be assigned.	
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3.	The proposer must have worked on at least 3 projects in which it provided similar services within the last 5 years.	Project Name(s): Reference Contact(s) (email address): Description(s):
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4.	The proposer must demonstrate thorough knowledge and experience in transit traveler information.	
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5.	The proposer must have a designated local liaison for transit coordination.	
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SIGNATURE OF AUTHORIZING OFFICIAL

Name of Proposing Company	
Address	
City, State, Zip	
Phone Number	
Email Address	

By signing below you attest that your proposal meets the minimum qualification detailed on Page 20 of the RFP, Section II Minimum Qualifications and detailed in the Bid Form above.

Name of Authorizing Official

Signature

Date