



RFP 17-0132
ADDENDUM No. 1
DATE ISSUED: August 16, 2017

Be advised that the Municipal Court is also located at the City Tower, and there is only one entrance into the building. Vendors will be required to park on the North side of the building and enter and pass through security at the North Entrance (through the metal detector). All packages can also be scanned. This could be a lengthy process. Bids/Proposals are due no later than **2:00 p.m., August 31, 2017**, to the Business Office, Purchasing Division, 101 S. Mesquite Street, 8th Floor, Arlington, Texas 76010.

This Addendum has been issued to the vendors who obtained the bid documents thru DemandStar and the City's Supplier Portal.

CHANGE:

SECTION 2, POINT OF CONTACT

Change the Agent of Record to

Janice K. Hughes, CPPB
 Senior Purchasing Agent
 101 S. Mesquite Street, Suite 800
 Arlington, Texas 76010
Janice.Hughes@arlingtontn.gov

NOTE:

A 2nd addendum will be issued on or before August 22, 2017 with the remaining vendor questions and the City's response.

VENDOR QUESTIONS AND CITY'S RESPONSES

ITEM	QUESTIONS	RESPONSES
1	What department in the City will be overseeing this contract?	<i>The City's Community Development and Planning Department.</i>
2	Will the Handitran department staff be overseeing this contract?	<i>No.</i>
3	Will a second round of questions be allowed if the first set of answers include ambiguities or raise additional questions based on the responses to the questions?	<i>The last day for questions was August 15, 2017 no later than 5pm.</i>
4	Is it necessary to have a DBE subcontracting plan? Will DBE participation be an evaluating factor in the RFP? Please expand on the relevance of this program to this specific solicitation, including the requisite DBE participation percentage to be considered in good standing.	<i>Regarding DBE as this project will be funded with Federal Transportation funds, there is a DBE goal, firms responding to the RFP must show their good faith effort in obtaining DBE participation. The DBE goal is correct. This is an evaluation factor as listed in Section E, Evaluation.</i>

5	<p>Certificate of Convenience and Public Necessity</p> <ul style="list-style-type: none"> ● We recommend that the City relax the requirement for firms to gain or apply for a Certificate of Convenience and Public Necessity license until a contract is awarded, since some applicants may not yet have operations in Arlington. While firms who already offer similar services in other locations will have little issue gaining a license if selected, the certification process is very burdensome and not easily feasible within the narrow solicitation period. Further, we do not believe that it applies to firms not following a traditional taxi or livery model. Relaxing this requirement will ensure wider competition in this solicitation. ● If there is no flexibility on this requirement, we recommend the city grant an extra week for firms to respond, since it appears that the certification process requires an in-person visit to Arlington. 	<p><i>The City has removed the pre-requisite that a Certificate of Convenience (COC) must be applied for or obtained prior to a firm's response to RFP 17-0132. However, the successful firm may be required to obtain a COC prior to starting services. If the City determines a COC is required, the successful firm will be required to obtain the document and be prepared to begin the application process prior to the contract executed with the City.</i></p>
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Janice K. Hughes

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www.arlingtontx.gov/finance/purchasing