



GAIL FARBER, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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July 14, 2010

IN REPLY PLEASE
REFER TO FILE: **AS-0**

REQUEST FOR PROPOSALS – ADDENDUM 1 REQUEST FOR PROPOSALS FOR SUNSHINE (SOUTH WHITTIER) SHUTTLE (2010-PA015)

Thank you for attending the Proposers' Conference for Sunshine (South Whittier) Shuttle (2010-PA015) on June 21, 2010, and for your interest in the Request for Proposals (RFP). Please note that the deadline to submit your proposals has been extended to **Thursday, July 29, 2010, at 5:30 p.m.**

The following revisions have been made to the RFP. (Please note that **bold** text has been added and ~~strikethrough~~ has been deleted from the RFP.)

A. Addendum

- 1 Part I, Section 2.A.9, Financial Resources, on pages 1 15 and 1 16 has been revised as follows:

~~Submit copies of the proposing entity's audited financial statements prepared and certified by an independent Certified Public Accountant (CPA) for the most current three full fiscal years. All the financial statements submitted shall be prepared in accordance with General Accepted Accounting Principles ("GAAP"). At a minimum, statements must include a statement of financial position (balance sheet), a statement of operations (income statement), and a statement of cash flow. All pertinent schedules and footnotes, if applicable, should be provided for evaluation. Income tax returns, personal financial records, or any other self-reported information are unacceptable. Financial records will not be held confidential unless they are properly designated as trade secrets in accordance with Part I, Section 3.H, Notice to Proposers Regarding the Public Records Act.~~

~~If audited statements are available, these shall be submitted. If audited financial statements are not available, the Proposer may submit one or more of the following items to demonstrate financial resources and stability:~~

- ~~• A written statement signed by an authorized agent of a California-~~

~~admitted surety with an A.M. Best Rating of not less than A:VII establishing that the surety is presently willing to issue a performance bond of 50 percent of the annual contract amount on behalf of the Proposer. To establish present willingness, the signed written statement from the authorized agent must be dated on or after the date on the Notice of Request for Proposal;~~

- ~~• A written statement that the Proposer is presently able to secure a letter of credit of 50 percent of the annual contract amount. To establish present ability, the statement must be dated on or after the date on the Notice of Request for Proposal. The statement must be issued by a financial institution with the following minimum ratings:~~

~~Moody's _____ A2 or better LT Issuer Credit and B or better for Bank Financial Strength~~

~~Standard and Poor's _____ A or better for LT Issuer Credit~~

~~Bauer Financial _____ 4 Stars or better~~

~~TheStreet.com Ratings _____ B or better~~

~~**Note:** A letter of credit is not to be confused with a line of credit. A letter of credit (LOC) is a commitment, usually by a bank on behalf of a client (Contractor), to pay a beneficiary a stated amount of money under specified conditions, if the client fails to fulfill its Contractual obligations. It is a cash guarantee to the beneficiary, who can call on the LOC on demand. The LOC converts to a payment to the beneficiary and an interest bearing loan for the client.~~

- ~~• Additional business history, and/or other information to demonstrate financial resources and stability, verified by an independent, reliable third party such as a CPA, a credit agency, or a financial institution, or by means of reliable audit reports from other governmental agencies, etc. However, such additional history and/or information will not be scored in Proposal evaluation, and will be reviewed solely to establish that the Proposer possesses sufficient financial qualifications to be considered for award of a contract.~~

Submit copies of the proposing entity's financial statements, which have been prepared by a Certified Public Accountant for the most current three full fiscal years. All the financial statements submitted shall be prepared in accordance with Generally Accepted Accounting Principles. Statements should include the company's assets, liabilities, and net worth. At a minimum, statements must include a balance sheet (statement of financial position), income statement, and statement of cash flow. All pertinent schedules and footnotes, if applicable, should be provided for evaluation. If audited statements are available, these shall be submitted. Self-prepared financial statements, income tax returns, and personal financial records are unacceptable. Financial records will not be held confidential unless they are properly designated as trade secrets in accordance with Part I, Section 3.H, Notice to Proposers Regarding the Public Records Act.

- 2 Part I, Section 4 B Final contract Award by Board, on page 1.30, has been revised as follows

B. Final Contract Award by Board

~~Notwithstanding a recommendation by Public Works and/or the Chief Executive Office, the Board retains the right to exercise its judgment concerning the selection of a proposal, the terms of any resultant agreement, and to determine which proposal best serves the interests of the County. The Board is the ultimate decision-making body and makes the final determinations necessary to arrive at a decision to award, or not award, a contract.~~

Notwithstanding a recommendation by Public Works and/or the Chief Executive Office, the Board retains the right to exercise its judgment concerning the selection of a proposal, the terms of any resultant contract/agreement, and to determine which proposal best serves the interests of the County. The Board is the ultimate decision-making body and makes the final determinations necessary to arrive at a decision to award, or not award, a contract, or to award a contract to a Proposer other than the highest-rated Proposer.

3. Part I, Section 4.E.4, Financial Resources, on page 135, has been revised as follows.

~~The Proposal may be submitted to Public Works financial staff for comments and/or evaluation to assist the evaluators. The Proposer's audited financial statements, annual reports, ability to secure a performance bond or a letter of credit of 50 percent of the annual contract amount will be evaluated and scored on the extent to which they demonstrate that the Proposer has financial and business stability and can perform the work and pay the Living Wage throughout the term of the proposed contract. Higher scores will be awarded to Proposers who submit audited financial statements or annual reports that show strong financial ratios for all periods requested.~~

~~Proposers who submit a written statement signed by an authorized agent of a California admitted surety with an A.M. Best Rating of not less than A:VII establishing that the surety is presently willing to issue a performance bond of 50 percent of the annual contract amount on behalf of the Proposer and/or a written statement that the Proposer is presently able to secure a letter of credit of 50 percent of the annual contract amount, in accordance with the requirements set forth in Section 2, Financial Resources, will be awarded a maximum score of 1.~~

~~Audited financial statements or annual reports that are incomplete or fail to show strong financial ratios may be given a low or zero score and unaudited financial statements (compiled, reviewed, or self-prepared) will not be scored.~~

~~Significant unacceptable weakness in the Proposer's Financial Resources or lack of it in the Proposal may result in a low or zero score. Public Works reserves the right to review Proposer's active and expired contracts awarded by the County, additional business history and/or other information to demonstrate financial resources and viability, verified by an independent third party. Although no points will be awarded as a result of this review, a favorable finding may result in Public Works not rejecting the Proposal as nonresponsive even though the Proposal may have scored a zero in this category.~~

The Proposal may be submitted to Public Works financial staff for comments and/or evaluation. The Proposer's financial statements or annual reports will be evaluated on the extent to which the statements demonstrate that the Proposer has financial and business stability

ensuring it can perform the work throughout the term of the contract. Financial statements or annual reports that are incomplete or unaudited (compiled, reviewed, or self-prepared) may be given a low or zero score.)

A score of zero in this evaluation category may result in rejection of the Proposal as nonresponsive. Public Works reserves the right to review the Proposer's active and expired contracts awarded by the County and/or other local agencies, additional business history, and/or other information to demonstrate financial resources and viability, verified by an independent third party. Although no additional points will be awarded as a result of this review, a favorable finding may result in Public Works not rejecting the Proposal as nonresponsive, even though the Proposal may have scored a zero in this category.

- 4 Exhibit A, Scope or Work, Section K, Personnel, subsection 4.a, Operator Recruitment and Selection, on page A.20, has been revised as follows

- a. Operator Recruitment and Selection

Contractor shall review a current California Department of Motor Vehicles (DMV) report on all applicants who would operate County Service Vehicles and shall reject any applicant who failed to appear in court for "Driving Under the Influence." Contractor shall perform a background check on all applicants for vehicle operator and shall reject any applicant who has been convicted of **any felony or misdemeanor charge**, which would affect the applicant's ability to perform as a vehicle operator **or to come in contact with the public.**

Contractor shall check California DMV records (Pull Notice Program) at least every six months, beginning at the start of Service, for accidents, Vehicle Code violations, and valid commercial driver's licenses of those employees whose job requires them to operate County Service Vehicles. Contractor shall notify County within five business days of the results of said checks and corrective actions taken, if any

Contractor shall join the Pull Notice Program, whereby Contractor shall be notified of any activity on a transit vehicle operator's driving record Any operator exceeding the California DMV point system,

or with a revoked or suspended license, shall not be allowed to operate a Service Vehicle

5. Exhibit B, Service Contract General Requirements, Section 5 F, on pages B.32 & B.33, has been revised as follows.

F Insurance Coverage Requirements

- 1 Commercial General Liability insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming the County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers as an additional insured, with limits of not less than

General Aggregate:	\$2 million
Products/Completed Operations Aggregate	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

- ~~2. Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of Contractor's use of autos pursuant to this contract, including owned, leased, hired, and/or non-owned autos, as each may be applicable.~~

2 Automobile Liability

Automobile Liability written on ISO policy form CA 00 01 or its equivalent. Such insurance shall include coverage for all "owned," "nonowned," and "hired" vehicles, or coverage for "any auto," in an amount as recommended by the Public Utilities Commission, but not less than the following (Can be met by a combination of primary and excess insurance coverage):

- a. Seating capacity of 16 passengers or more (including driver), \$5 million.
- b. Seating capacity of 15 passengers or less (including driver), \$1.5 million.

- c. **Taxicabs as defined by Vehicle Code Section 27908, a minimum of \$100,000 per person, \$300,000 per occurrence, and \$50,000 property damage or a combined single limit of \$300,000.**

A certificate evidencing such insurance coverage and an endorsement naming the County as additional insured thereunder shall be filed with the Director prior to Contractor providing Service hereunder.

- 4 Workers' Compensation and Employers' Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor is a temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any Federal workers or Workers' Compensation law or any Federal occupational disease law.
- 5. Sexual Misconduct Liability: Insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than \$2 million per claim and \$2 million aggregate, and claims for negligent employment, investigation, supervision, training or retention of, or failure to report to proper authorities, a person(s) who committed any act of abuse, molestation, harassment, mistreatment or maltreatment of a sexual nature.
- 6 Property Coverage. Contractors given exclusive use of County owned or leased property shall carry coverage at least as broad as that provided by the ISO special causes of loss (ISO policy form CP 10 30) form. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers shall be named as an Additional Insured and Loss Payee on Contractor's insurance as its interests may appear. Automobiles and mobile equipment shall be insured for their actual

cash value Real property and all other personal property shall be insured for their full replacement value

~~7. Pollution Liability Insurance: Such insurance shall cover liability arising from the release, discharge, escape, dispersal or emission of pollutants, whether gradual or sudden, and include coverage for the costs and expenses associated with voluntary clean-up, testing, monitoring and treatment of pollutants in compliance with governmental mandate or requests. Motor vehicle pollution liability will be required under the Automobile Liability Insurance indicated above for removal of pollutants from work site. Contractor shall maintain limits of not less than \$2 million per occurrence and \$4 million aggregate~~

6. Exhibit H, Minimum Required Contractor Vehicle Specifications, has been deleted and replaced by Exhibit H 1, Enclosure 1 Please use the enclosed Exhibit H 1, when submitting your proposal.

B. Clarifications.

The following answers are in response to the request for information and clarification submitted by attendees of the Proposers' meeting

- 1 **Question:** At various times, Federal, State, and local governments consider laws, rules and regulations, which require an increase to the minimum wages or benefits mandated for the employees that will be employed under this contract. If such an event occurs during the term of the agreement, how will the agency respond for an application for increased compensation? For example, in the state of Massachusetts recently passed a law requiring employers to provide a certain level of health insurance. Since these events cannot be anticipated and the costs are so significant, we need to understand the risk associated with such laws, rules or regulations.

Response: Please note Part I, section 3.S, Wages, Materials, and other Costs, on page 1.29, which clearly states that it is the responsibility of the Proposer to calculate the Proposal price to take into consideration a possible escalation of wages, materials, and other costs during the contract period.

- 2 **Question:** Please verify that there is no Disadvantaged Business Enterprise goal established for this contract and that a good faith effort is not required

Response: There is no Disadvantaged Business Enterprise goal established for this contract; therefore, no good faith effort is required

- 3 **Question:** Please clarify if Proposers will be required to provide financial statements certified by a third-party certified public accounting firm

Response: Please see Section A.1 of this Addendum, as this section of RFP has been modified. Proposers are required to submit financial statements prepared by a CPA, as modified by this Addendum

- 4 **Question:** Please clarify that the firm experience/qualification requirement is for the bidding entity and not the individuals within the entity or the proposed management team

Response: Please note RFP, Part I, Section 1 B, Minimum Mandatory Requirements, on page 11 and 1.2, items 1-5. As clearly stated therein, there are separate minimum mandatory requirements for the Proposer's entity, item 1, Proposer Project Manager, item 2; and Proposer's Maintenance Manager, item 3.

5. **Question:** In lieu of the Letter of Credit, will the County please accept an annually renewable performance bond?

Response: Please note section A.1 of this Addendum, as the Financial Resources section of RFP has been modified

6. **Question:** Will the County please clarify if Nextel radios are an acceptable form of communication?

Response: Yes. Please note Exhibit A, Scope of Work, Section E.3.a, Communication Equipment, on page A.5.

- 7 **Question:** Please confirm that in year one of the base term all bidders should base their pricing on 8,050 revenue hours

Response: Yes. Please note that on Form PW-2, Schedule of Prices, the estimated annual amount is 8,050 hours.

8. **Question:** Please clarify exactly how the prices will be evaluated, i.e., will only the year one price be considered or the full contract term cost?

Response: Only the Total Annual Proposed Price will be evaluated as indicated in Part I of RFP, Section 4.E 1, Proposed Price, on page 1 33

- 9 **Question:** Will the County please indicate the total amount paid to Contractor for the most recent fiscal year

Response: For the Fiscal Year 2008-09, the total amount paid to the Contractor was \$361,442.09

- 10 **Question:** 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?

Response: The existing Contractor has held the contract since January 21, 2006, (three-year base period with two 1-year renewal options) The initial term was a three-year term with two 1-year renewal options. Both option years were executed by the County

- 11 **Question:** Please provide copies of the last three months of invoices from the Contractor for this contract.

Response: The copies of last three months invoices are enclosed (Enclosure 2)

- 12 **Question:** Please provide copies of the last three months of management reports from the Contractor for this contract.

Response: The copies of management reports for the last three months are enclosed (Enclosure 3).

- 13 **Question:** Please provide a copy of the current contract for each Contractor for these services

Response: There is only one contract to provide this service Please use the below link to access the existing contract:

http://file.lacounty.gov/bc/q4_2005/cms1_037007.pdf

- 14 **Question:** Does 5333(b) of Title 49, regarding Transit Labor Protection (formerly Section 13(c)) apply to this contract?

Response: No.

- 15 **Question:** 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

Response: Current Contractor employs seven full-time drivers working under the existing contract with an hourly wage rate of \$11.84. There is no seniority list utilized among these seven employees, however, each employee's employment start date is shown below:

Employee	Employment Start Date
Employee # 1	March 7, 2005
Employee # 2	January 9, 2006
Employee # 3	January 30, 2006
Employee # 4	January 12, 2007
Employee # 5	March 26, 2007
Employee # 6	July 3, 2009
Employee # 7	February 13, 2010

16. **Question:** Are the current drivers/employees part of a labor union? If yes, for which service, and please provide contact name and number for the union representative

Response: The current drivers/employees are not part of a labor union

- 17 **Question:** If the drivers/employees are part of a labor union, please provide a current copy of the collective bargaining agreement.

Response: Please note response to question number 16 above.

- 18 **Question:** Please provide information regarding the current rates/benefits of the current employees. Please include specifics regarding co-pays, dependant coverage and amount of premium paid by employer

Response: The County does not have this information as the current Contractor meets the requirements of the Los Angeles County Living Wage Ordinance by paying \$11.84 an hour to its employees employed under this

contract. Additional information, which is unknown currently if any exists, may be obtained and provided to the successful Proposer before the award of the contract.

- 19 **Question:** Has service experienced problems due to driver shortages? If so, please explain.

Response: The service has not experienced any problems due to driver shortages

- 20 **Question:** Please clarify the current background check process completed for employees under this contract, as well as if this process has been audited recently?

Response: Please note the updated Exhibit A, Scope of Work, Section K, Personnel, subsection 4.a, Operator Recruitment and Selection, on page A.20, as revised by section A.4 of this Addendum indicated above. This process has not been audited.

- 21 **Question:** Consistent with California Labor Code 1072, please provide specific information regarding the current wages for all employees currently involved in the provision of this service. Please also provide detailed information regarding all benefits for the current employees. For insurance programs, please include specific regarding co-pays, dependant coverage and amount of premium paid by employer

Response: Please note the response to question number 15 above regarding the current rate of wages paid to the existing Contractor's employees employed under this contract. The County does not have any information regarding the existing Contractor's provided insurance program as the current Contractor meets the requirements of the Los Angeles County Living Wage Ordinance by paying \$11.84 an hour to its employees employed under this contract. Additional information, which is unknown currently if any exists, may be obtained and provided only to the successful Proposer before the award of the contract.

- 22 **Question:** For the purposes of insurance and wage costing, please provide 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

Response: Enclosed is NTD report from 2009 audit (Enclosure 4)

23. **Question:** Please provide a copy of the current pull out times and return to yard times for each route

Response: This information is not required by nor provided to the County

24. **Question:** What are the performance standards and/or any other aspects of performance, which will be used for measuring the Contractor's performance under the new contract?

Response: Please note that it is the responsibility of the Contractor to be fully cognizant of all terms and conditions of this contract per specification provided in the Request for Proposal and comply and deliver all required work depicted therein accordingly. Also, please note Exhibit A, Scope of Work, Section Y, Liquidated Damages, on pages A.33 and A.34

25. **Question:** Please supply any information about current incentive programs for the employees.

Response: We are not aware of any incentive programs offered by the current Contractor. We suggest reviewing the contract using the link provided in question number 13 above

26. **Question:** Please describe the exact methodology used to determine on-time performance. For example, will sampling be acceptable or will the County require 100 percent verification to determine?

Response: No, the County may monitor the service from time to time in order to determine the on-time performance of the Contractor

27. **Question:** Please specify number of telephone lines required and specify the kind of data lines (T-1, TDD, dial-up, etc.) required, if any.

Response: There is no requirement for a specific number of telephone lines, nor specific kind of data lines. See Exhibit A, Scope of Work, Section E 3

28. **Question:** Please provide a history of liquidated damages charged in the past 12 months, and please clarify if the liquidated damages for this new RFP differ from the current contract.

Response: There were no liquidated damages charged in the past 12 months. Proposers are required to be familiar with the new RFP's Liquidated Damages, as indicated in the Exhibit A, Scope of Work, Section Y, Liquidated Damages, on pages A.33 and A.34. County will not provide a comparison report of the current contract and the new RFP.

- 29 **Question:** Please provide information regarding the approach to assessing liquidated damages. For example, are these assessed as a matter of contract administration, or are there times when, if performance would technically allow for the assessment of liquidated damages, that these will not be assessed?

Response: Please note that Public Works, in its sole discretion, may assess liquidated damages in specified sums and per failure of Contractor to meet specified performance requirements, as indicated in Exhibit A, Section Y, Liquidated Damages, on pages A.33 and A.34. Nevertheless, as indicated in the above mentioned section, neither the provision of a sum of liquidated damages for nonperformance, untimely, or inadequate performance nor the County's acceptance of liquidated damages shall be construed to waive the County's right to reimbursement for damage to its property or indemnification against third-party claims.

- 30 **Question:** What type and number of support vehicles are currently being provided by the current Contractor? Does the County have any requirements or specifications regarding any specific age, model, or fuel requirement or preferences for such vehicles?

Response: The current Contractor is operating gasoline-powered, 2005 El Dorado Aerotech vehicles, with Ford E-450/Super Duty Chassis. See Exhibit H 1 as indicated in section A.6 of this Addendum for minimum required Contractor vehicle specifications.

- 31 **Question:** How many vehicles will be made available to an incoming Contractor to perform training during the start-up period?

Response: None. The incoming Contractor will use Contractor-owned vehicles to perform any training. The County will provide two County-owned vehicles to operate the service. See Exhibit G for County-owned vehicle specifications.

- 32 **Question:** Will the County please confirm Contractor is responsible for providing fuel. If Contractor is responsible and given recent volatility of fuel costs, will the County please include a fuel escalator clause in the contract?

Response: Yes, Contractor is responsible for providing the fuel. Please note Paragraph Eleventh of the Sample Agreement for Fuel Adjustment options.

33. **Question:** Please provide information on the County-provided fleet to include engine type, current odometer readings, and average miles per year

Response: See NTD report from 2009 audit (Enclosure 4).

34. **Question:** Please provide the last 12 months of history for major component replacement and repair for the County-provided fleet for this contract.

Response: There have not been any major component replacements or repair to the County-provided vehicles for the last 12 months.

35. **Question:** Do any of the County-provided buses have remaining or extended warranty on any of the components?

Response: The County-provided buses do not have remaining or extended warranties on any of the components

36. **Question:** What is the County's current life miles goals for each of the revenue vehicles? Does the County have a vehicle replacement plan in place? If so, please describe the planned replacement of any revenue vehicles during the proposed contract term.

Response: A midlife repowering is planned during 2013 for each vehicle. At its sole discretion anytime during the contract, the County may or may not procure vehicles for the service.

37. **Question:** At this time what are the three biggest challenges the County and the Shuttle system face, and how have these inhibited the County from achieving their goals?

Response: The Sunshine Shuttle has met all its performance requirements since its inception

38. **Question:** In the next ten years, what are the three most important things the County wants to accomplish/change with the service?

Response: The County plans to continue operating the service as described in the Scope of Work.

39. **Question:** Will the County please provide the current rate that is being paid to the Contractor for the provision of the services. Please clarify total number of annual revenue hours the current rate is based on.

Response: The County-provided vehicle rate is \$51.32 per hour. The Contractor-provided vehicle rate is \$60.33 per hour. These rates were submitted with the proposal based on an estimated total annual hours of 5,788. The service hours were increased in May 2007 to 8,050 hours.

40. **Question:** At this time, there remains significant unknowns regarding the specifics of the new federal health care legislation. Please provide direction regarding whether or not the bidders should attempt to contemplate these costs in its bid or, once more information is known, will the agency be open to discussions regarding the costs associated with this new law?

Response: Please note Form PW-2, Schedule of Prices. The Proposer rates shall include all administrative costs, labor, supervision, materials, transportation, taxes, equipment, and supplies unless stated otherwise in the RFP. Proposers must use their own judgment in estimating/projecting these costs. The County has no plans to renegotiate the hourly rates submitted by the successful Proposer. Provisions of health care benefits to meet the requirements of the Living Wage Ordinance are detailed on Form LW-3, Contractor Living Wage Declaration.

41. **Question:** Page A-30, paragraph P, drug and alcohol testing. This paragraph references 49 CFR Part 655, which is a provision that identifies the drug testing requirements of the Federal Transit Administration (FTA) for recipients of Federal Transit Funding. In most instances the drug testing requirements applicable to locally funded transit projects (those funded by Proposition A and C in L.A. County) are promulgated by USDOT and contained in 49 CFR Part 382. There are some significant differences between the two. Currently, Part 382 provides for twice as many drug tests for drivers as does Part 655 but does not require tests for mechanics, dispatchers etc., unless they actually drive vehicles.

Response: Exhibit A, Scope of Work, Section P will not be revised.

42. **Question:** Page B 32, paragraph F, Insurance Coverage Requirements. In the recent past, the Department of Public Works has been requiring auto liability coverage at the \$5 million combined single limit level for vehicles of the

size being used on the Sunshine Shuttle. Please clarify whether the County intended to lower the insurance requirements on this project to \$1 million. For information, most Municipalities and Transit agencies are requiring either \$5 million or \$10 million combined single limit coverage for both auto and general liability as compared to the \$1 million limit in this RFP.

Response: This section has been updated. Please note Section A.6 of this Addendum.

43. **Question:** Page B.33 – Pollution Liability. Pollution liability is not a coverage that is available as part of auto liability coverage. Generally, it is only required if the Contractor has underground storage tanks. Given the extremely high cost and limited availability of this coverage, will the County eliminate this requirement if the Contractor does not intend to have underground fuel storage tanks.

Response: This section has been updated. Please note Section A.5 of this Addendum.

44. **Question:** Please clarify if the County expects the Maintenance Manager to have experience with alternate fueled buses of the size and specification delineated in this RFP (page 1.1).

Response: The Maintenance Manager must have a minimum of three years' experience in maintaining similar fleets of transit vehicles used in this shuttle service and as described in this RFP. See Exhibit G of the RFP for County-owned vehicle specifications.

45. **Question:** Projecting the service hours provided on page A.2 through a typical year accounting for the appropriate number of holidays, the result we get is approximately 300 hours more than the 8,050 hours provided on Form PW-2.

Response: The 8,050 hours provided in Form PW-2, Schedule of Prices, is our estimate. The Contractor will be paid according to the proposed rates on Form PW-2 for actual revenue service hours worked.

46. **Question:** Besides the fuel, there is a significant difference between Section I and Section II of Exhibit H. Section II requires perimeter seating. While we believe perimeter seating is a must in the service, the wheelbase specified will not be long enough to allow for 22 seated passengers.

Response: Perimeter seating is not required. Please note Section A.6 of this Addendum, Exhibit H has been replaced by Exhibit H 1

- 47 **Question:** Is Public Works asking that the Project Manager and Maintenance Manager have e-mail accounts that are “unique” for this project or merely unique for the individual?

Response: Yes, the Project Manager and the Maintenance Manager must each have a unique and independent e-mail address.

- 48 **Question:** Currently the County adjusts the hourly rate on, almost, a monthly basis depending on fuel costs “Eleventh (Market Prices)” of the Witnesseth Section of the sample contract suggests that the policy will continue. If that is the case, in my opinion, it would be better if everyone submitting proposals would use the same base price for fuel. For instance, if I know that the escalator is a general policy of the County, I could propose a very low fuel cost know that once the contract was in place the fuel reimbursement would be brought up to market value

Response: Fuel costs and adjustments are not based on information from Proposers. The percentage change in the fuel price shall be obtained using the fuel prices published in the United States Department of Energy website for the month of the proposal submission date and the fuel price most recently published for the month of effective date of the adjustment.

Fuel adjustment will be calculated using 10 percent of the hourly rate on Form PW-2, Schedule of Prices. Fuel adjustment will only be made when increase or decrease in the fuel prices is more than 5 percent.

The base fuel price used in calculating the fuel adjustment is the published fuel price on the month of the proposal submission date, as published in the USDOE website, indicated in the Sample Agreement, Eleventh Paragraph, same for all Proposers.

- 49 **Question:** Under the current contract with the County we “share” a project manager across the projects we operate for the County. The RFP does not address if you are looking to have a dedicated Project Manager.

Response: The Project Manager may be shared across other transit projects. The Project Manager does not have to be fully dedicated to this project.

50 **Question:** When is the due date for submission of Form LW-2, Application for Exemption to County of Los Angeles Living Wage Program?

Response: The deadline to submit Form LW-2, Application for Exemption to County of Los Angeles Living Wage Program is seven days prior to the due date for proposals submission date

51 **Question:** Will a Collective Bargaining Agreement submitted for your review becomes a public document under the Freedom of Information Act, or will you treat this document as confidential?

Response: All responses received from Proposers in regard to this solicitation will be treated according to RFP, Part I, Section 2 H, Notice to Proposers Regarding the Public Records Act, on pages 1.24 and 1.25.

If you have any questions concerning the above information, please contact Mr Edwin Manoukian at (626) 458-4057, Monday through Thursday, 7 a.m. to 5 p.m.

Very truly yours,

GAIL FARBER
Director of Public Works



GHAYANE ZAKARIAN, Chief
Administrative Services Division

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Enc.

EXHIBIT H 1

MINIMUM REQUIRED CONTRACTOR VEHICLE SPECIFICATIONS

Section I

- Vehicle must not have reached its Altoona life
- 2005 or newer standard 25-ft Class 3 vehicle
- Seating for 20 ambulatory passengers or 15/16 ambulatory passengers and 2 wheelchair passengers
- Propane (LPG), or Compressed Natural Gas (CNG)
- Minimum 14,000 LB GVWR
- 7,000 lbs. front axle (GAWR)
- 10,000 lbs. rear axle (GAWR)
- Spring suspension front and rear (option for rear air)
- 159 to 178 inch wheelbase
- Four (4) Wheel Disc Brakes
- Folding seats are provided in the wheelchair area, which cannot be used while wheelchairs are on board
- 86,000 BTU passenger area air-conditioning system
- 24,500 BTU driver area air-conditioning system
- 35,000 BTU passenger area heater
- Passenger pull cord system
- "Stop Requested" sign
- Public address system with gooseneck microphone
- Backup alarm
- Ricon model S-2005 fully automatic wheelchair lift to include: manual backup, handrails, California brake interlock, lift pad kit, lift lighting, all ADA
- ADA-compliment securement system for two (2) wheelchair passengers
- 10 lbs. ABC Fire Extinguisher, first-aid kit, reflector kit
- Inside and outside signage
- Fare box

Section II

- If Section I vehicle type is not available, then gasoline-powered cutaway vehicle may be used in substitution.
- 2005 or newer. standard 25-ft Class 3 vehicle
- Seating for 20 ambulatory passengers or 15/16 ambulatory passengers and 2 wheelchair passengers
- Minimum 14,000 LB GVWR
- 159 to 178 inch wheelbase
- Four (4) Wheel Disc Brakes, 14 75' diameter
- 7,000 lbs. front axle (GAWR)
- 10,000 lbs. rear axle (GAWR)
- Spring suspension front and rear (option for rear air)
- Folding seats are provided in the wheelchair area, which cannot be used while wheelchairs are on board
- 86,000 BTU passenger area air-conditioning system
- 24,500 BTU driver area air-conditioning system
- 35,000 BTU passenger area heater
- Passenger pull cord system

EXHIBIT H 1

- "Stop Requested" sign
- Public address system with gooseneck microphone
- Backup alarm
- Ricon model S-2005 fully automatic wheelchair lift to include manual backup, handrails, California brake interlock, lift-pad kit, lift lighting, meeting all ADA requirements, or Director approved equal.
- ADA-compliant securement system for two (2) wheelchair passengers
- 10 lbs. ABC Fire Extinguisher, first-aid kit, reflector kit, body fluid kit
- Inside and outside signage
- Fare box



3650 Rockwell Ave
El Monte, CA. 91731

Invoice No. LAC-SWS-April-2010

INVOICE

Customer

Name Los Angeles County Dept of Public Works
Address 900 S Fremont ave
City Alhambra State CA ZIP 91801
Phone _____

Date 5/27/2010
Order No. C2M3-41
Rep _____
FOB _____

Qty	Description	Unit Price	TOTAL
608.19 19,684.17	S Whittier for the month of April 2010	\$51.32	\$35,114.43 31,212.31
75.98	Revenue hrs for use of Southland Vehicle.	\$60.33	\$4,583.87
12394.00	Fare box Fares 2009	\$0.25	(\$3,098.50)
OCA <u>47233</u> PCA <u>X3003112A</u> USER CODE <u>A214</u>			
APPROVED FOR PAYMENT BY SIGN <u>Vicente Aguilar</u> PRINT <u>VICENTE AGUILAR</u> DATE <u>6/2/10</u>			
SubTotal			\$36,596.81 32,697.68 VR
TOTAL			\$36,596.81 32,697.68 VR

Scott Manchon, Director of Operations



3650 Rockwell Ave
El Monte, CA. 91731

Invoice No. LAC-SWS-March-2010

INVOICE

Customer

Name Los Angeles County Dept of Public Works
Address 900 S Fremont ave
City Alhambra State CA ZIP 91801
Phone

Date 4/19/2010
Order No. C2M3-41
Rep
FOB

Qty	Description	Unit Price	TOTAL
612.36	S Whittier for the month of March 2010	\$51.32	\$31,426.31
89.64	Revenue hrs for use of Southland Vehicle.	\$60.33	\$5,407.98
13427.00	Fare box Fares 2009	\$0.25	(\$3,356.75)
<p>OCA <u>47233</u> PCA <u>X3003112A</u> USER CODE <u>A214</u></p> <p>APPROVED FOR PAYMENT BY 4-29-10 SIGN <u>Vicente Aguilar</u> PRINT <u>VICENTE AGUILAR</u> DATE <u>4/29/10</u></p>			
SubTotal			\$33,477.54
TOTAL			\$33,477.54

Annie Perkins-Yin
Annie Perkins-Yin, Project Manager



3650 Rockwell Ave
El Monte, CA. 91731

Invoice No. LAC-SWS-February-2010

INVOICE

Customer

Name Los Angeles County Dept of Public Works
Address 900 S Fremont ave
City Alhambra State CA ZIP 91801
Phone

Date 3/24/2010
Order No. C2M3-41
Rep
FOB

Qty	Description	Unit Price	TOTAL
629.00	S Whittier for the month of February 2010	\$51.32	\$32,280.28
0.00	Revenue hrs for use of Southland Vehicle.	\$60.33	\$0 00
10853.00	Fare box Fares 2009	\$0.25	(\$2,713.25)
OCA <u>47233</u> PCA <u>X3003112A</u> USER CODE <u>A214</u>			
APPROVED FOR PAYMENT BY 3-25-10 <u>W. Vicente Aguilar</u> SIGN <u>W. Vicente Aguilar</u> PRINT <u>VICENTE AGUILAR</u> DATE <u>3/29/10</u>		SubTotal	\$29,567.03
		TOTAL	\$29,567.03

Annie Perkins-Yin, Project Manager

SOUTH WHITTIER SHUTTLE

OPERATING DATES	TOTAL SERVICE MILES	REVENUE SERVICE MILES	TOTAL SERVICE HOURS	REVENUE SERVICE HOURS	WEST BOUND CASH PASSENGERS	WEST BOUND FREE PASSENGERS	WEST BOUND PASSENGERS	EAST BOUND CASH PASSENGERS	EAST BOUND FREE PASSENGERS	EAST BOUND PASSENGERS	TOTAL CASH PASSENGERS	TOTAL FREE PASSENGERS	TOTAL PASSENGERS	FAREBOX TOTAL
Monday 2/1/2010	413.3	362.7	30.33	27.67	262	64	21	263	84	17	525	148	711	\$131.25
Tuesday 2/2/2010	417.6	365.0	30.33	27.67	250	51	13	269	58	17	519	109	658	\$129.75
Wednesday 2/3/2010	418.6	364.7	30.33	27.67	264	86	12	253	86	10	517	172	711	\$129.25
Thursday 2/4/2010	416.4	363.6	30.33	27.67	273	81	17	289	81	31	562	162	772	\$140.50
Friday 2/5/2010	413.3	366.3	30.33	27.67	152	31	6	152	27	13	304	58	381	\$76.00
Saturday 2/6/2010	308.1	259.8	22.33	19.67	101	21	3	96	21	8	197	42	260	\$49.25
Sunday 2/7/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	\$0.00
Monday 2/8/2010	413.7	368.2	30.33	27.67	169	51	6	182	58	11	351	109	477	\$87.75
Tuesday 2/9/2010	418.1	366.6	30.33	27.67	172	43	3	188	46	11	360	89	463	\$90.00
Wednesday 2/10/2010	419.7	370.5	30.33	27.67	317	63	18	316	82	25	633	145	821	\$158.25
Thursday 2/11/2010	414.6	362.5	30.33	27.67	298	58	26	271	78	19	569	136	750	\$142.25
Friday 2/12/2010	419.3	367.7	30.33	27.67	207	78	29	234	87	30	441	165	665	\$110.25
Saturday 2/13/2010	305.6	258.8	22.33	19.67	172	58	12	173	56	18	345	114	489	\$86.25
Sunday 2/14/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	\$0.00
Monday 2/15/2010	418.0	365.0	30.33	27.67	167	49	4	163	52	7	330	101	442	\$82.50
Tuesday 2/16/2010	393.3	338.0	28.33	25.67	212	71	13	257	81	19	469	152	653	\$117.25
Wednesday 2/17/2010	416.2	362.6	30.33	27.67	291	82	13	301	84	7	592	166	778	\$148.00
Thursday 2/18/2010	420.3	364.7	30.33	27.67	302	84	13	297	100	25	599	184	821	\$149.75
Friday 2/19/2010	416.2	364.6	30.33	27.67	293	51	12	218	50	10	511	101	634	\$127.75
Saturday 2/20/2010	313.7	265.6	22.33	19.67	115	36	17	149	46	11	264	82	374	\$66.00
Sunday 2/21/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	\$0.00
Monday 2/22/2010	395.9	343.4	29.33	26.67	205	49	9	256	64	24	461	113	607	\$115.25
Tuesday 2/23/2010	420.0	364.4	30.33	27.67	259	51	10	327	73	29	586	124	749	\$146.50
Wednesday 2/24/2010	419.5	363.3	30.33	27.67	279	49	9	271	65	16	550	114	689	\$137.50
Thursday 2/25/2010	413.3	364.8	30.33	27.67	249	56	7	288	79	28	537	135	707	\$134.25
Friday 2/26/2010	425.8	371.2	30.33	27.67	233	73	5	243	73	25	476	146	852	\$119.00
Saturday 2/27/2010	313.6	265.5	22.17	19.67	74	25	2	81	29	3	155	54	214	\$38.75
Sunday 2/28/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	\$0.00
TOTALS	9,545.10	8,298.50	692.83	629.00	5,316	1,361	280	5,537	1,560	414	10,853	2,921	14,468	\$2,713.25

DAILY AVERAGE SERVICE MILES

PASSENGERS PER REVENUE MILE

PASSENGERS PER REVENUE HOUR

AVERAGE DAILY RIDERSHIP

HIGHEST RIDERSHIP DAY (System TD)

345.77
1.74
23.00
603
918

AVERAGE WEEKDAY RIDERSHIP

AVERAGE SATURDAY RIDERSHIP

HIGHEST RIDERSHIP DAY (This Month)

657
332
821

SOUTH WHITTIER SHUTTLE

OPERATING DATES	TOTAL SERVICE MILES	REVENUE SERVICE MILES	TOTAL SERVICE HOURS	REVENUE SERVICE HOURS	WEST BOUND CASH PASSENGERS	WEST BOUND FREE PASSENGERS	WESTBOUND PASSENGERS	EAST BOUND CASH PASSENGERS	EAST BOUND FREE PASSENGERS	EAST BOUND PASSENGERS	TOTAL CASH PASSENGERS	TOTAL FREE PASSENGERS	TOTAL PASSENGERS	TOTAL PASSENGERS	FAREBOX TOTAL
Monday 3/1/2010	414.4	365.5	30.33	27.67	239	64	10	261	91	19	500	165	29	684	\$125.00
Tuesday 3/2/2010	424.2	372.3	30.33	27.67	257	72	11	288	94	14	545	166	25	736	\$136.25
Wednesday 3/3/2010	404.0	363.6	28.33	26.67	235	86	15	272	86	12	507	172	27	706	\$126.75
Thursday 3/4/2010	384.8	348.2	27.33	24.67	254	46	14	237	84	24	491	130	38	659	\$122.75
Friday 3/5/2010	414.7	366.4	30.33	27.67	299	101	6	278	77	8	577	178	14	769	\$144.25
Saturday 3/6/2010	308.3	263.0	22.33	19.67	117	33	5	99	34	4	216	67	9	292	\$54.00
Sunday 3/7/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 3/8/2010	418.1	361.8	30.33	27.67	293	56	5	293	63	25	586	119	30	735	\$146.50
Tuesday 3/9/2010	419.9	366.0	30.33	27.67	289	53	17	290	65	20	579	118	37	734	\$144.75
Wednesday 3/10/2010	421.0	365.4	30.33	27.67	284	65	14	295	80	11	579	145	25	749	\$144.75
Thursday 3/11/2010	421.8	367.8	30.33	27.67	272	89	6	267	100	6	539	189	12	740	\$134.75
Friday 3/12/2010	407.6	356.1	28.33	26.67	172	68	21	235	64	26	407	132	47	586	\$101.75
Saturday 3/13/2010	316.8	259.7	22.33	19.67	103	57	15	104	46	10	207	103	25	335	\$51.75
Sunday 3/14/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 3/15/2010	415.0	363.4	30.33	27.67	274	61	11	283	70	10	567	131	21	709	\$139.25
Tuesday 3/16/2010	418.0	366.0	30.33	27.67	270	61	18	302	71	21	572	132	39	743	\$143.00
Wednesday 3/17/2010	427.9	367.3	30.33	27.67	293	53	10	334	74	25	627	127	35	789	\$156.75
Thursday 3/18/2010	398.0	343.1	28.33	25.67	247	72	12	229	69	23	470	141	35	646	\$117.50
Friday 3/19/2010	399.1	340.3	28.33	25.67	222	49	10	223	55	19	451	104	29	584	\$112.75
Saturday 3/20/2010	315.8	267.8	22.33	19.67	122	33	8	135	45	10	257	78	18	353	\$64.25
Sunday 3/21/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 3/22/2010	417.6	362.5	30.33	27.67	262	64	9	283	62	24	545	126	33	704	\$136.25
Tuesday 3/23/2010	423.1	367.8	30.33	27.67	318	70	11	290	83	13	608	153	24	785	\$152.00
Wednesday 3/24/2010	423.6	369.0	30.33	27.67	323	67	10	277	65	19	600	132	29	761	\$150.00
Thursday 3/25/2010	423.0	365.9	30.33	27.67	284	86	7	272	99	22	556	185	29	770	\$139.00
Friday 3/26/2010	422.4	370.7	30.33	27.67	278	80	8	284	66	13	532	146	21	699	\$133.00
Saturday 3/27/2010	314.4	259.0	22.33	19.67	129	49	15	166	61	4	295	110	19	424	\$73.75
Sunday 3/28/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 3/29/2010	408.3	351.8	29.33	26.67	268	67	10	305	67	22	573	134	32	739	\$143.25
Tuesday 3/30/2010	423.9	354.2	28.33	25.67	278	73	12	300	67	12	578	140	24	742	\$144.50
Wednesday 3/31/2010	424.9	368.2	30.33	27.67	242	57	22	231	56	15	473	113	37	623	\$118.25
TOTALS	10,810.60	9,369.80	774.00	702.00	6,624	1,732	312	6,803	1,894	431	13,427	3,626	743	17,796	\$3,356.75

DAILY AVERAGE SERVICE MILES

PASSENGERS PER REVENUE MILE

PASSENGERS PER REVENUE HOUR

AVERAGE DAILY RIDERSHIP

HIGHEST RIDERSHIP DAY (System TD)

347.03

1.90

26.35

659

918

AVERAGE WEEKDAY RIDERSHIP

AVERAGE SATURDAY RIDERSHIP

HIGHEST RIDERSHIP DAY (This Month)

713

351

351

351

351

SOUTH WHITTIER SHUTTLE

OPERATING DATES	TOTAL SERVICE MILES	REVENUE SERVICE MILES	TOTAL SERVICE HOURS	REVENUE SERVICE HOURS	WEST BOUND CASH PASSENGERS	WEST BOUND FREE PASSENGERS	WEST BOUND PASSES	EAST BOUND CASH PASSENGERS	EAST BOUND FREE PASSENGERS	EAST BOUND PASSES	TOTAL CASH PASSENGERS	TOTAL FREE PASSENGERS	TOTAL PASS PASSENGERS	TOTAL PASSENGERS	FAREBOX TOTAL
Thursday 4/1/2010	417.0	362.3	30.33	27.67	237	55	21	230	85	23	467	140	44	651	\$116.75
Friday 4/2/2010	423.5	370.0	30.33	27.67	325	76	14	292	63	9	617	139	23	779	\$154.25
Saturday 4/3/2010	321.0	268.6	22.33	19.67	100	35	6	148	51	26	248	86	32	366	\$62.00
Sunday 4/4/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 4/5/2010	422.0	371.0	30.33	27.67	133	37	0	166	45	7	299	82	7	388	\$74.75
Tuesday 4/6/2010	423.0	369.0	30.33	27.67	233	73	3	223	70	18	456	143	21	620	\$114.00
Wednesday 4/7/2010	422.0	374.0	30.33	27.67	217	81	15	228	78	13	445	159	28	632	\$111.25
Thursday 4/8/2010	426.9	346.8	28.33	25.67	195	66	16	211	72	17	406	138	33	577	\$101.50
Friday 4/9/2010	418.6	373.8	30.08	27.67	214	65	12	211	61	14	425	126	26	577	\$106.25
Saturday 4/10/2010	316.2	263.7	22.33	19.67	118	41	6	143	44	6	261	85	12	358	\$65.25
Sunday 4/11/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 4/12/2010	387.5	337.8	30.33	27.67	245	55	13	240	58	15	485	113	28	626	\$121.25
Tuesday 4/13/2010	421.1	365.7	30.33	27.67	329	69	35	279	72	28	608	141	63	812	\$152.00
Wednesday 4/14/2010	446.2	364.4	29.33	26.50	302	69	9	221	65	20	523	134	29	686	\$130.75
Thursday 4/15/2010	421.9	376.1	30.33	27.67	238	74	16	255	86	14	493	160	30	683	\$123.25
Friday 4/16/2010	421.8	369.5	30.33	27.67	289	64	20	304	73	18	563	137	38	738	\$140.75
Saturday 4/17/2010	310.0	262.5	22.33	19.67	171	45	5	145	65	3	316	110	8	434	\$79.00
Sunday 4/18/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 4/19/2010	421.7	369.5	30.33	27.67	301	60	17	299	85	23	600	145	40	785	\$150.00
Tuesday 4/20/2010	421.4	364.3	30.33	27.67	241	53	21	283	51	26	524	104	47	675	\$131.00
Wednesday 4/21/2010	423.1	368.3	30.33	27.67	310	65	25	294	62	34	604	127	59	790	\$151.00
Thursday 4/22/2010	419.0	366.6	30.33	27.67	270	58	40	287	58	30	567	116	70	743	\$139.25
Friday 4/23/2010	423.0	369.1	30.33	27.67	218	59	24	266	67	27	484	126	51	661	\$121.00
Saturday 4/24/2010	319.1	263.9	22.33	19.67	120	41	32	123	49	21	243	90	53	386	\$60.75
Sunday 4/25/2010	0.0	0.0	0.00	0.00	0	0	0	0	0	0	0	0	0	0	\$0.00
Monday 4/26/2010	422.5	368.3	30.33	27.67	267	60	15	269	62	22	536	122	37	695	\$134.00
Tuesday 4/27/2010	421.1	371.3	30.33	27.67	278	77	27	276	77	35	554	154	62	770	\$138.50
Wednesday 4/28/2010	423.4	370.9	30.33	27.67	345	78	22	290	87	29	635	165	51	851	\$158.75
Thursday 4/29/2010	424.0	373.0	30.33	27.67	260	52	25	259	69	28	519	121	53	693	\$129.75
Friday 4/30/2010	417.0	366.0	30.33	27.67	251	74	27	275	77	32	526	151	59	736	\$131.50
TOTALS	10,534.00	9,125.40	753.42	684.17	6,177	1,582	466	6,217	1,732	538	12,394	3,314	1,004	16,712	\$3,098.50

DAILY AVERAGE SERVICE MILES

PASSENGERS PER REVENUE MILE

PASSENGERS PER REVENUE HOUR

AVERAGE DAILY RIDERSHIP

HIGHEST RIDERSHIP DAY (System TD)

350.98
1.83
24.43
643
918

AVERAGE WEEKDAY RIDERSHIP

AVERAGE SATURDAY RIDERSHIP

HIGHEST RIDERSHIP DAY (This Month)

689
386

Transit Agency Identification (B-10)

Agency ID:

Agency Name:

01 Transit Agency Identification Information

City/Agency Name*	<input type="text" value="South Whittier Shuttle"/>	Fiscal Year	<input type="text" value="2009"/>
Mailing Address Line 1*	<input type="text" value="900 S Freemont Ave"/>		
Mailing Address Line 2	<input type="text"/>		
City*	<input type="text" value="Alhambra"/>		
State*	<input type="text"/>	Zip Code* (ex: 22222)	<input type="text" value="91803"/>
URL (ex: www.url.com)	<input type="text"/>	FTA Recipient ID	<input type="text"/>
Agency Acronym	<input type="text"/>		

Are you a recipient or beneficiary of Urbanized Area Formula Program grants with continuing requirements? Yes ☐ No ☐

02 Are you requesting a Nine or Fewer Vehicle waiver?*

Yes ☐ No ☐

03 Organization Type*

 Describe

04 Institutional Structure

 Describe

05 Demographic Information*

Primary UZA	<input type="text"/>
Service Area Information: Square Miles	<input type="text"/>
Population	<input type="text"/>
Non-UZA Served	<input type="text"/>
Selected Secondary UZA/Non-UZAs	<input type="text"/>

06 Vehicles Operated in Annual Maximum Service by Mode and Types of Service

("typical" service/does NOT include spares)

(Complete all boxes that apply for those services included in your report)

Directly Operated

Purchased Transportation

Aerial Tramway (TR)	<input type="text"/>	Aerial Tramway (TR)	<input type="text"/>
Alaska Railroad (AR)	<input type="text"/>	Alaska Railroad	<input type="text"/>
Automated Guideway (AG)	<input type="text"/>	Automated Guideway (AG)	<input type="text"/>
Bus (MB)	<input type="text"/>	Bus (MB)	<input type="text" value="2"/>
Cable Car (CC)	<input type="text"/>	Cable Car (CC)	<input type="text"/>
Commuter Rail (CR)	<input type="text"/>	Commuter Rail (CR)	<input type="text"/>
Demand Response (DR)	<input type="text"/>	Demand Response (DR)	<input type="text"/>
Ferryboat (FB)	<input type="text"/>	Ferryboat (FB)	<input type="text"/>
Heavy Rail (HR)	<input type="text"/>	Heavy Rail (HR)	<input type="text"/>
Inclined Plane (IP)	<input type="text"/>	Inclined Plane (IP)	<input type="text"/>
Jitney (JT)	<input type="text"/>	Jitney (JT)	<input type="text"/>
Light Rail (LR)	<input type="text"/>	Light Rail (LR)	<input type="text"/>
Monorail (MO)	<input type="text"/>	Monorail (MO)	<input type="text"/>
Publico (PB)	<input type="text"/>	Publico (PB)	<input type="text"/>
Trolleybus (TB)	<input type="text"/>	Trolleybus (TB)	<input type="text"/>
Vanpool (VP)	<input type="text"/>	Vanpool (VP)	<input type="text"/>
Other Vehicles Operated (OR) (Describe)	<input type="text"/>	Other Vehicles Operated (OR) (Describe)	<input type="text"/>

Does your bus (MB) purchased transportation (PT) service operate over fixed guideway (FG)?

Yes ☐ No ☐

07 Capital or Non-Capital investment for a Mode Not Currently in Service

(Select all applicable Service-Mode combinations)

Select from the following Services/Modes

08 Filing a separate NTD report

(Select all applicable modes)

Select from the following Modes of operation.

Contractual Relationship B-30

Contractual Relationship (B-30)

Agency ID:

Agency Name:

Section A. Contract Summary

01 Contractual Relationship

Type

- ☒ Transit Agency identified on the Transit Agency ID form (MTA) is the buyer of transportation service; the transportation service is included in this report.
- ☐ Transit Agency identified on the Transit Agency ID form (MTA) is the buyer of transportation service; the transportation service is reported in the seller's report.
- ☐ Transit Agency identified on the Transit Agency ID form (MTA) is the seller of transportation service; the transportation service is included in this report.
- ☐ Transit Agency identified on the Transit Agency ID form (MTA) is the seller of transportation service; the transportation service is reported in the buyer's report.

Agency Name

South Whittier Shuttle

Data Transferred from B-10

or Company (if applicable)

02 Monetary Nature of Contractual Relationship (check all that apply)

- ☐ Negotiated rate per unit of service delivered.
- ☒ Cash reimbursement of some of seller's operating deficit.
- ☐ Cash reimbursement of all of seller's operating deficit.
- ☐ Cash reimbursement to seller for reduced fare programs.
- ☐ Buyer provides vehicles to the seller
- ☐ Maintenance facility leased to seller
- ☐ Other (Describe)

Describe

Section B. Key Financial and Operation Statistics

03 Contracted Service

Mode

Demand Response (DR)

Motor Bus (MB)

04 Vehicles/Passenger Cars Operated in Annual Maximum Service Under Contract

05 Number of Months Seller Operated Service During Report Year (usually 12)

Operating Expenses

06 Purchased Transportation Fare Revenues

07 Net Contract Expenditures

07a Total Contract Cost (auto calc) line 06 plus line 07

08 Other Costs Incurred by the buyer

09 Total Operating Expenses

	A	\$ 35,556	A
	B	\$ 361,442	B
	C (A + B)	\$ 396,998	C (A + B)
	D	\$ 55,798	D
	E (C + D)	\$ 452,796	E (C + D)

Data Transferred from B-10

10 Description of a Demand Response Provider

Type

- ☐ Social Service Agency
- ☐ Taxicab Operator
- ☐ Brokerage System
- ☒ Public Agency or Transit System (most likely)
- ☐ Private Non-Profit Provider
- ☐ Private For-Profit Provider
- ☐ Other

Describe (if applicable)

Does your agency operate any Taxicab service? (YES OR NO)

Agency ID:	Agency Name	Mode: MB	Service:	PT
------------	-------------	----------	----------	----

	a	b	c	d	e	f	g	h
Maximum Service Vehicles								
01	Vehicles operated in annual maximum service (VOMS)							
02	Vehicles available for annual maximum service (includes spares)							
	2	3	Data Transferred from B.10					
Periods of Service								
03	Time service begins							
04	Time service ends							
Service Supplied								
05	Vehicles in operation							
	Average Typical Weekday	Average Typical Saturday	Average Typical Sunday	Annual Total	Automatic Check	AM Peak	Midday	PM Peak
	6:00am 8:00pm	8:00am 6:00pm				6:00am 10:00am	10:00am 14:00pm	14:00pm 20:00pm
	2	2				2	2	2
11	419	314		123,100	123,101	57.1%		
12	367	264		107,233	107,233	58.1%		
12a	52	50	0	15,867	15,868	50.8%		
13	367	265		107,365	107,365	58.1%		
14	30	22		8,861	8,862	57.6%		
15	28	20		8,043	8,042	58.4%		
15a	3	3	0	819	820	50.0%		
	total mph	13.9	14.1	13.9		49.5%		
	rev mph	13.3	13.5	13.3		49.7%		
	deadhead mph	19.5	18.9	19.4		50.8%		
16	Charter service hours							
17	School bus hours							
Service Consumed								
18	Unlinked passenger trips (UPT)							
20	Passenger miles traveled (PMT)							
	659	329		185,235	185,236	66.7%		
Service Operated (Days)								
21	Days schedule operated							
22	Days not operated due to strikes							
23	Days not operated due to officially declared emergencies							
	Weekdays	Saturdays	Sundays	Annual Total				
	255	52	0	307				
Directional Route Miles								
24	Exclusive Right-of-Way (ROW)							
25	Controlled Access Right-of-Way (ROW)							
26	Mixed traffic Right-of-Way (ROW)							
27	Total							
	24							
	24							

Transit Facilities

***** NOTE -- THE DATA ON THE A-10 FORM IS LIKELY TO BE IDENTICAL TO LAST YEAR. *****

Mode: MB

Service: PT

NTD ID:

Passenger Stations (excludes rail stations)	Number of Facilities	Number of Multi-Modal Stations
01 ADA accessible	1	Whitwood Town Center -- Bus Bay
02 ADA non-accessible		
03 Total Stations	1	
04 Number of Multi-Modal Stations		
05 Escalators		
06 Elevators		

Maintenance Facilities	Owned by Municipality	Owned by LACMTA for Municipality	Leased by LACMTA for Municipality	Leased by Municipality or Provided by Contractor for Municipality	Total Facilities
General Purpose Maintenance Facilities					
07 Serving under 200 vehicles				1.0	1.0
08 Serving 200 – 300 vehicles					
09 Serving more than 300 vehicles					
10 Number of Heavy Maintenance Facilities					
11 Total Maintenance Facilities					

Transit Facilities

***** NOTE -- THE DATA ON THE A-10 FORM IS LIKELY TO BE IDENTICAL TO LAST YEAR. *****

Mode: DR

Service: PT

NTD ID:

Maintenance Facilities	Owned by Municipality	Owned by LACMTA for Municipality	Leased by LACMTA for Municipality	Leased by Municipality or Provided by Contractor for Municipality	Total Facilities
General Purpose Maintenance Facilities					
07 Serving under 200 vehicles					
08 Serving 200 – 300 vehicles					
09 Serving more than 300 vehicles					
10 Number of Heavy Maintenance Facilities					
11 Total Maintenance Facilities					

Revenue Vehicle Inventory (A-20)
1 form for each Make and Type of Vehicle

Mode: BUS

NOTE: MUCH OF THIS DATA SHOULD BE IDENTICAL TO LAST YEAR. IF ANYTHING HAS CHANGED, SEE FIELD AT FAR RIGHT IN BLUE AND/OR CALL JAY *****																																													
Number of Vehicles in Fleet		Dedicated Fleet (If Not Below)		Vehicle Code		Ownership Code		Funding Source		Year of Manufacture		Year of Rebuild		Manufacturer Code		Model Number		Number of Active Vehicles in Fleet		Number of Accessible Vehicles with Lifts		Number of Accessible Vehicles with Low Floor		Number of Emergency Vehicles		Fuel Code		Vehicle Code (in feet)		Seating Capacity		Standing Capacity		Total Miles on Active Vehicles (in Period)		Average Lifetime Miles per Vehicle		Supports Mode (DA)?		Delete Vehicle from Fleet		Vehicle Info, Last Year?		YES/NO	
2		Yes		B1-Bus		000A-Owned outright by a public		Other Federal funds		2006		2006		EFC-Edwards Bus (FC)		E2-Rider 2		2		2		2		2		2		2		2		2		155,613		133,350		No		Yes					
1		No		B1-Bus		000E-Owned outright by a private		NPE-Non-Federal private		2006		2006		FED-Ford Motor Company		E-450		1		1		1		1		1		1		1		1		23,784		106,360		Other (DA)		Yes					
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Mechanical Breakdowns (R-20)

Line	a	b
Mode/Service	DR / PT	MB / PT
Revenue Vehicle System Failures	Number of Failures	Number of Failures
01 Major mechanical system failures		0
02 Other mechanical system failures		33
03 Total Revenue Vehicle System Failures		33

Fuel Consumption (R-30)

Line	a Total Units Consumed per Mode	b Total Units Consumed per Mode
Energy Type	DR / PT	MB / PT
01 Kilowatt hours to charge batteries (EB)		
02 Kilowatt hours of propulsion power (EP)		
03 Gallons of diesel fuel (DF)		
04 Gallons of bio-diesel (ED)		
05 Gallons of gasoline (GA)		
06 Gallons of liquefied petroleum gas (LPG)(LP)		43,916
07 Gallons of liquefied natural gas (LNG)(LN)		
08 Gallons of methanol (MT)		
09 Gallons of ethanol (ET)		
10 Gallons of compressed natural gas (CNG)(CN)		
11 Gallons of bunker fuel (BF)		
12 Gallons of kerosine (KE)		
13 Gallons of garain additive fuel (GR)		
14 Gallons of other fuel (OR)		

Operating Expenses (F-30)

Agency ID:

Agency Name:

Mode:

MB

Service:

PT

Expense Object Class	a Vehicle Operations 010 Total	b Vehicle Maintenance 041 Total	c Non-Vehicle Maintenance 042 Total	d General Administration 160 Total	e Total Modal Expenses
Labor (501)					
01 Operators' salaries and wages (01)					
02 Other salaries and wages (02)					
03 Fringe Benefits (502)					
04 Services (503)					
Materials and Supplies (504)					
05 Fuel and lubricants (01)					
06 Tires and tubes (02)					
07 Other materials and supplies (99)					
08 Utilities (505)					
09 Casualty and Liability Costs (506)					
10 Taxes (507)					
Purchased Transportation (508)					
11 In Report (01)	\$ 240,700	\$ 69,514	\$ 397	\$ 142,185	\$ 452,796
12 Filing Separate Report (02)					
13 Miscellaneous Expenses (509)					
14 Expense Transfers (510)					
15 Total Modal Expenses					

Operating Expenses (F-30)

Agency ID:

Agency Name:

Mode: DR

Service:

PT

Expense Object Class	a Vehicle Operations 010 Total	b Vehicle Maintenance 041 Total	c Non-Vehicle Maintenance 042 Total	d General Administration 160 Total	e Total Modal Expenses
Labor (501)					
01 Operators' salaries and wages (01)					
02 Other salaries and wages (02)					
03 Fringe Benefits (502)					
04 Services (503)					
Materials and Supplies (504)					
05 Fuel and lubricants (01)					
06 Tires and tubes (02)					
07 Other materials and supplies (99)					
08 Utilities (505)					
09 Casualty and Liability Costs (506)					
10 Taxes (507)					
Purchased Transportation (508)					
11 In Report (01)					\$ -
12 Filing Separate Report (02)					
13 Miscellaneous Expenses (509)					
14 Expense Transfers (510)					
15 Total Modal Expenses					
16 Americans with Disabilities Act of 1990 (ADA)-Related Expenses (estimated -- % should be close to that for ADA boardings)					

Uses of Capital (F-20)

Agency ID: _____ Agency Name _____

Rehabilitation/Reconstruction/Replacement/Improvement for Existing Service

Mode	Service	Guideway	Passenger Stations	Administrative Buildings	Maintenance Buildings	Revenue Vehicles	Service Vehicles (Non-Revenue)	Fare Revenue Collection Equip	Communication/Information Systems	Other	Total
01a DR	PT										\$0
02a MB	PT										\$0
03a Total											\$0

Expansion of Service

Mode	Service	Guideway	Passenger Stations	Administrative Buildings	Maintenance Buildings	Revenue Vehicles	Service Vehicles (Non-Revenue)	Fare Revenue Collection Equip	Communication/Information Systems	Other	Total
01b DR	PT										\$0
02b MB	PT										\$0
03b Total											\$0

Total All Uses of Capital

Mode	Service	Guideway	Passenger Stations	Administrative Buildings	Maintenance Buildings	Revenue Vehicles	Service Vehicles (Non-Revenue)	Fare Revenue Collection Equip	Communication/Information Systems	Other	Total
01c DR	PT										\$0
02c MB	PT										\$0
03c Total											\$0

Sources of Funds Funds Expended and Funds Earned (F-10)

Line	a	b	c	d	e
		Unit Value	Funds Earned During Period TOTAL	Funds Expended on Operations F-30	Funds Expended on Capital F-20
Sources of Directly Generated Funds by Transit Agency					
02	Total all Directly Operated Modes				
03	Passenger fares for Purchased Transportation Service				
	DEMAND RESPONSE (DR)		\$0		
	MOTOR BUS (MB)		\$35,556		
04	Total all Purchased Transportation Modes		\$35,556	\$35,556	
05	Park and Ride Parking Revenue				
06	Other Transportation Revenues				
	Auxiliary Transportation Funds				
07	Concessions				
08	Advertising Revenue				
09	Other				
10	Total Auxiliary Transportation Funds				
11	Non-Transportation Funds				
12	Total Park and Ride, Other Transportation, Auxiliary and Non-Transportation Revenues				
	Revenues Accrued through a Purchased Transportation Agreement				
13a	with an NTD reporting agency				
13b	with a non-NTD reporting agency				
14	Bonds and Loans				
	Contributed Services				
15	State and local government				
16	Contra account for expenses				
17	Net contributed services				
18	Subsidy from Other Sectors of Operations				
19	Bond and Loan Payments				
Sources of Directly Generated Funds by Transit Agency Independent Political Entities					
	Funds Dedicated to Transit at their Source				
	Dedicated Taxes				
20	Income taxes				
21	Sales taxes				
22	Property taxes				
23	Gasoline taxes				
24	Other taxes*				
	Describe*: _____				
25	Bridge, tunnel and highway tolls				
26	Bonds and loans				
27	Other dedicated funds				
28	Total Funds Dedicated to Transit at their Source				
29	Other Directly Generated Funds				
30	Total Directly Generated Funds		\$35,556	\$35,556	
31	Bond and Loan Payments				
Local Government Sources of Funds					
32	Funds Allocated to Transit out of the General Revenues of the Government Entity				
	Funds Dedicated to Transit at their Source				
	Dedicated Taxes				
33	Income taxes				
34	Sales taxes (Prop A/C Local Return)		\$363,867	\$363,867	
35	Property taxes				
36	Gasoline taxes				
37	Other taxes*				
	Describe*: _____				

38	Bridge, tunnel and highway tolls			
39	High Occupancy tolls			
40	Other Dedicated funds			
Describe*:				
41	Total Funds Dedicated to Transit at their Source	\$363,867	\$363,867	
42	Other Funds*			
Describe*:				
43	Total Local Funds	\$363,867	\$363,867	
44	Bond and Loan Payments			
	a	b	c	d
			Funds Earned During Period	Funds Expended on Operations
				Funds Expended on Capital
	State Government Sources of Funds	Unit Value		
45	Funds Allocated to Transit out of the General Revenues of the Government Entity			
Funds Dedicated to Transit at their Source				
Dedicated Taxes				
46	Income taxes			
47	Sales taxes			
48	Property taxes			
49	Gasoline taxes			
50	Other taxes			
Describe*:				
51	Bridge, tunnel and highway tolls			
52	Bonds and loans			
53	Other dedicated funds			
54	Total Funds Dedicated to Transit at their Source			
55	Other Funds*			
Describe*:				
56	Total State Funds			
57	Bond and Loan Payments			
	a	b	c	d
			Funds Earned During Period	Funds Expended on Operations
				Funds Expended on Capital
Line		Unit Value		
	Federal Government Sources of Funds			
	Funds Received from FTA			
58	FTA Capital Program funds (5309)			
59	FTA Urbanized Area Formula Program funds (5307)			
60	5307 capital assistance spent on operations (including maintenance expenses)			
61	FTA Metropolitan Planning (5303)			
62	FTA Clean Fuels Program (5308)			
63	FTA Special Needs of Elderly Individuals and Individuals with Disabilities Formula Program (5310)			
64	5310 capital assistance spent on operations (including maintenance expenses)			
65	FTA Other Than Urbanized Area (5311)			
66	5311 capital assistance spent on operations (including maintenance expenses)			
67	FTA Job Access and Reverse Commute Formula Program (5316)	\$53,373	\$53,373	
68	FTA New Freedom Program (5317)			
69	5317 capital assistance spent on operations (including maintenance expenses)			
70	FTA Transit in the Park (5320)			
71	Other FTA Funds			
Describe*:				
72	Other FTA funds capital assistance spent on operations (including maintenance expenses)			
73	Total FTA Funds	\$53,373	\$53,373	
74	Funds Received from other USDOT Grant Programs			
75	Other Federal funds*			
Describe*:				
76	Total Federal Funds	\$53,373	\$53,373	
77	Bond and Loan Payments			
Summary				
78	Total Funds Earned During Period	\$452,796		
79	Total Funds Expended on Operations During Period		\$452,796	
80	Total Funds Expended on Capital During Period			
81	Total Bond and Loan Payments			