

Addendum No. 1  
To  
Request for Proposal  
Olean Area Transit System (OATS)  
2020-2021 Bus Service Proposal

The following additions to the 2020-2021 OATS Request for Proposal are hereby incorporated into the RFP document by means of this Addendum No. 1

The Table of Contents is modified to add Appendix H: Acknowledgement of Receipt of RFP, Addendum(s), and Responses to Questions and Requests for Clarifications.

Under “Discrepancies or Omissions/Questions or Requests for Clarifications:”

Add: Such questions and requests may be addressed to Keri L. Stephen, Program Coordinator, Department of Community Development, Olean Municipal Building, Room 209, 101 East State Street, Olean, NY 14760, telephone: 716-376-5647 or fax 716-376-5644 or emailed to [kstephen@cityofolean.org](mailto:kstephen@cityofolean.org).

Under “Discrepancies or Omissions/Questions or Requests for Clarifications:”

Add: Respondents to the RFP must complete Appendix H: *Acknowledgement of Receipt of RFP, Addendum(s) and Responses to Questions and Requests for Clarifications*. Appendix H is included herein in Addendum No. 1 and must be included by Respondents in response to this RFP.

Under “Additional Terms and Conditions:”

Add:

*Use of Olean Buses in Declared Emergency Disaster Situation*

City of Olean owned buses are cited in the City of Olean disaster plan to transport the general public in the event of a declaration of an emergency disaster situation in Olean. In the event of the declaration of an emergency disaster situation, the City of Olean will direct the contract operator of OATS services to cease operation of regularly scheduled OATS transit services and will be directed to deliver the city owned buses to the City of Olean garage located on Main Street in Olean. During the declared emergency, City-owned buses will be operated by City-owned or designated emergency personnel. The contractor will be paid for the travel time to drive the city owned buses to the city garage and return the buses to the contractor storage facility at the conclusion of the emergency disaster situation. The contract operator will be reimbursed for the travel time at the hourly rate specified in the Appendix E, Bid Pricing form, Option A.

Under “Materials To be Submitted,” Item No. 10, List of Vehicles, including back-up vehicles”

Add: The City of Olean reserves this right to request the list of vehicles not later than (10) days prior to the commencement of the Transportation Services but, Respondents to this Request for Proposal shall provide a list of vehicles that will be used to provide service specified in Appendix E –Option E and Option F and a list of back-up vehicles that will be used to provide services in the event that City-owned vehicles are not available due to maintenance or warranty services. The lists of vehicles shall include vehicle age and condition, as the age and condition of all contractor-owned vehicles that will be provided are included among the proposal

evaluation criteria. Age and condition of contractor-owned vehicles should be provided and should be available for City of Olean inspection prior to contract award.

Under “Materials To be Submitted”

Add: Appendix H: *15. Acknowledgement of Receipt of RFP, Addendum(s) and Responses to Questions and Requests for Clarifications*

Under Appendix A, Section IV-Definitions, (Z):

Add: Under Appendix E, Option F, the vehicle used in service will have a seating capacity of 52-60 passengers. Except as specified in Appendix E, Options E & F, all Buses used in performance of the services described herein shall be wheelchair accessible and include, at least, two wheelchair tie-down locations.

Under Appendix A, Section X-Rates and Schedule Requirements:

Respondents to this Request for Proposals shall provide an hourly rate to provide St. Bonaventure University to Village of Allegany Late Night bus service Thursday, Friday, and Saturday nights, during the approximate term August 22, 2020 through December 12, 2020 and between January 11, 2021 through May 19, 2021, for an estimated 368 hours of service, 4 hours per night, over approximately 92 service nights, except for specified holidays or when St. Bonaventure University is not conducting academic sessions, in accordance with the Schedule of Operations in Appendix E. Late Night bus service is scheduled to operate between 11:00 p.m. and 3:00 a.m. Additionally, during the Spring semester, St. Bonaventure shuttle service may require the operation of a second shuttle bus on a total of sixteen (16) Friday and Saturday nights. The contractor will be required to provide contractor-owned buses for this service.

Add: This hourly rate will include the price of a qualified driver and a 52-60 passenger standard school bus or a 52-60 passenger public transportation bus, as well as an acceptable spare bus.

Under Appendix E, Requested Services and Bid Information

Under Olean, St. Bonaventure, Allegany Service:

Respondents to this Request for Proposals shall provide an hourly rate to provide St. Bonaventure University to Village of Allegany Late Night bus service Thursday, Friday, and Saturday nights, during the approximate term August 22, 2020 through December 12, 2020 and between January 11, 2021 through May 19, 2021, for an estimated 368 hours of service, 4 hours per night, over approximately 92 service nights, except for specified holidays or when St. Bonaventure University is not conducting academic sessions, in accordance with the Schedule of Operations in Appendix E.

Add: St. Bonaventure University may request the contractor to provide two buses for the Late Night service on certain Friday and Saturday nights during the academic year. In fiscal years ending May 31, 2018 and 2019, the contractor was requested to provide two buses on a total of sixteen (16) Friday and Saturday nights during the Spring academic session. In the event that a second Late Night bus is requested during the 2020-21 SBU academic year, the hourly rate for the second late night bus will be at the same rate as contractor provided vehicle to provide the scheduled Option F service.

Add: Respondents to this Request for Proposals will include the hourly rate for a qualified driver, a Contractor-owned 52-60 passenger standard school bus or a Contractor-owned 52-60 passenger public transportation bus, and an acceptable spare bus.

Delete: This hourly rate will include the price of a qualified driver and Contractor-owned 28 passenger bus and an acceptable spare bus.

Under Appendix E, Requested Services and Bid Information, under Basis of Award

Under Option F- St. Bonaventure, Village of Allegany Late Night Service Thursday - Saturday

Respondents to this Request for Proposals shall provide an hourly rate for a qualified driver, including an acceptable spare bus, to provide St. Bonaventure University to Village of Allegany Late Night bus service during the approximate term August 22, 2020 through December 12, 2020 and between January 11, 2021 and May 19, 2021, for an estimated 368 hours of service, 4 hours per night, Thursday, Friday, and Saturday nights, except for specified holidays or when St. Bonaventure University is not conducting academic sessions, in accordance with the Schedule of Operations in Appendix E.

Add: Respondents to this Request for Proposals will include the hourly rate for a qualified driver, a Contractor-owned 52-60 passenger standard school bus or a Contractor-owned 52-60 passenger public transportation bus, and an acceptable spare bus.

Under Appendix E, Bid Pricing Form

Add:

Option F –St. Bonaventure, Village of Allegany Late Night Service Thursday-Saturday

Bid price Per Hour per Day for the described service with the contractor providing the Driver and a 52-60 passenger bus along with a spare vehicle. Price and proposal based on 368 hours of service:

Hourly rate: \$  Total: 368 hours, \$

A revised Bid Pricing Form incorporating the revision to specify a 52-60 passenger bus under Option F is provided on the following page and should be completed in the response to the this Request for Proposal.

**Bid Pricing Form February 2020**  
**Revised 12/20/19**

Option A-Olean City Service

Bid price Per Hour per Day for the described service with the contractor providing the Driver, along with a spare vehicle. The 28-passenger bus will be provided by the City of Olean. Price and proposal based on 3,070 hours of service:

Hourly rate: \$  Total: 3,070 hours, \$

Option A1- Additional Routes or Service

Consistent with Appendix A, Section I., Paragraph N., please provide an hourly rate for a contractor provided Driver and a wheelchair equipped 28-passenger bus, including a spare vehicle.

Hourly rate: \$

Option B-Downtown Olean Destinations Service

Bid price Per Hour per Day for the described service with the contractor providing the Driver, along with a spare vehicle. The 28-passenger bus will be provided by the City of Olean. Price and proposal based on 3,070 hours of service:

Hourly rate: \$  Total: 3,070 hours, \$

Option B1- Additional Routes or Service

Consistent with Appendix A, Section I., Paragraph N., please provide an hourly rate for a contractor provided Driver, and a wheelchair equipped 28-passenger bus, including a spare vehicle.

Hourly rate: \$

Option C-Olean-Salamanca-Seneca Allegany Territory SNI (OS) Service

Bid price Per Hour per Day for the described service with the contractor providing the Driver, along with a spare vehicle. The 28-passenger bus will be provided by the City of Olean. Price and proposal based on 3,567 hours of service:

Hourly rate: \$  Total: 3,567 hours, \$

Option C1- Additional Routes or Service

Consistent with Appendix A, Section I., Paragraph N., please provide an hourly rate for a contractor provided Driver, and a wheelchair equipped 28-passenger bus, including a spare vehicle.

Hourly rate: \$

Combined Bid price for Olean City, Downtown Olean Destinations, and COOS Service, Options A, B & C, based on total 9,707 hours: \$

Olean, St. Bonaventure, Village of Allegany Services

Option D – Olean7, St. Bonaventure, Village of Allegany Shuttle Service Monday-Wednesday-Saturday

Bid price Per Hour per Day for the described service with the contractor providing the Driver, along with a spare vehicle. The 28-passenger bus, equipped with wheelchair tie-downs, will be provided by the City of Olean. Price and proposal based on 505 hours of service:

Hourly rate: \$  Total: 505 hours, \$

Option D1 – Olean, St. Bonaventure, Village of Allegany Shuttle Service Monday-Wednesday-Saturday

Bid price Per Hour per Day for the described service with the contractor providing the Driver and a 28-passenger bus along with a spare vehicle.

Hourly rate: \$

Option E – Olean, St. Bonaventure, Village of Allegany Shuttle Service Thursday-Friday

Bid price Per Hour per Day for the described service with the contractor providing the Driver and a 28-passenger bus along with a spare vehicle. Price and proposal based on 230 hours of service:

Hourly rate: \$  Total: 230 hours, \$

Option F –St. Bonaventure, Village of Allegany Late Night Service Thursday-Saturday

Bid price Per Hour per Day for the described service with the contractor providing the Driver and a 52-60 passenger bus along with a spare vehicle. Price and proposal based on 368 hours of service:

Hourly rate: \$  Total: 368 hours, \$

Combined Bid price for Olean, St. Bonaventure, and Allegany Service, Options D,E & F, based on total 1,103 hours: \$

Combined Bid price based on total 10,810 hours, Options A-F: \$

**APPENDIX H**

**ACKNOWLEDGMENT OF RECEIPT OF RFP, ADDENDUM(S) AND RESPONSES TO QUESTIONS AND CLARIFICATIONS**

<b>NAME OF PROPOSER</b>

We hereby acknowledge receipt of the Olean Area Transit System OATS Bus Service Proposal Request for Proposals, dated December 10, 2019 and subsequent Addendum(s) and responses to Requests concerning Omissions/Questions or Clarifications issued by the City, as listed below.

Add additional lines in tables below, if needed.

<b>Addendum number:</b>	<b>Date issued by City of Olean:</b>

<b>SIGNED</b>	
<b>DATE</b>	
<b>NAME</b> (printed or typed)	
<b>TITLE</b>	