



AFFILIATED AGENCIES

*Orange County
Transit District*

*Local Transportation
Authority*

*Service Authority for
Freeway Emergencies*

*Consolidated Transportation
Service Agency*

*Congestion Management
Agency*

March 19, 2025

**SUBJECT: Request for Proposals (RFP) 5-3930
“Paratransit and Microtransit Services”**

Gentlemen/Ladies:

This letter and its attachment comprise **Addendum No. 2** to the above captioned Request for Proposals issued by the Orange County Transportation Authority (“Authority”).

1. Offerors are advised that the Authority has received questions by the date and time specified in the RFP and responses are presented as Attachment A to this Addendum No. 2.

Offerors are reminded to acknowledge receipt of this **Addendum No. 2** in their Letter of Transmittal, which is to accompany the proposal. Offerors are advised that all changes addressed in this **Addendum No. 2** shall be incorporated into the final Agreement.

Questions regarding this Addendum No. 2 should be directed to the undersigned at 714-560-5314 or mle1@octa.net.

Sincerely,

Michael Le
Senior Contract Administrator
Contracts Administration and Materials Management

Attachment:

Attachment A: Questions Received and Authority’s Response
Attachment A-1: Revised Cost and Price Form

Questions Received (Q) and Authority Answers (A)

- Q1.** Could OCTA clarify the contract term specified in this RFP? Exhibit C: Proposed Agreement, Section 11.1 states an end date of August 31, 2027, whereas the previous RFP indicated December 31, 2030.
- A1.** The contract term includes an initial two-year term from September 1, 2025 through August 31, 2027, and a five-year option term from September 1, 2027 through August 31, 2032. The previous date of December 31, 2030 was initially anticipated to be a five-year initial term, with no option terms.
- Q2.** Could OCTA confirm the expected implementation timeline? Exhibit B: Cost and Price Forms states a nine (9) month schedule for project implementation, whereas the previous RFP specified twelve (12) months.
- A2.** The expected implementation timeline is twelve (12) months for completing the project implementation effort. A revised Exhibit B: Cost and Price form is included as Attachment A-1 as part of this Addendum No. 2 which should be utilized in the Offeror's proposal submission.

PRICE SUMMARY SHEET

RFP 5-3930
EXHIBIT B
ADDENDUM NO. 2
ATTACHMENT A-1

Enter below the proposed price for the tasks described in the Scope of Work, Exhibit A. Prices shall include direct costs, indirect costs, profits, and tax. The Authority's intention is to award a firm-fixed price contract for a two-year initial term, with one, five-year optional term.

Description	Price			Comments/Instructions
INITIAL TERM:				
Application Software/Licensing *				This should represent the price for the core software, SaaS Subscriptions, and/or Licensing.
Third Party Software (if applicable) *				This should represent the price for any 3rd-party software that is required to support the system.
Project Implementation Effort				The total price for the project implementation effort should be the sum of the prices of all Tasks 1-8. Please see Section 7 of the Scope of Work, in Exhibit A of this RFP, for detailed description of Tasks 1-8.
Task 1 - Project Management and Planning				OCTA expects a twelve (12) month schedule for completing the project implementation effort.
Task 2 - Requirements Gathering				
Task 3 - Design				
Task 4 - Construct/Build				
Task 5 - Test				
Task 6 - Train				
Task 7 - Deploy				
Task 8 - Post-Deployment Support/Warranty				
Total Price for Project Implementation Effort (Year 1 of Initial Term)				
Support, Maintenance, Warranty				The total price must be a fixed amount.
Environment (if applicable)				Hosting Services, or On-Premise hardware prices.
Travel and Expenses (if applicable)				Shall be budgeted as a firm-fixed amount based on a calculated number of trips. Please provide the number of trips. OCTA will only pay for trips that are actually travelled.
	For Less than 1,000,000 trips	For 1,000,000 to 1,500,000 trips	For 1,500,000 to 2,000,000 trips	For evaluation purposes, pricing will be scored based on the 1M to 1.5M ride range
Total Price for Year 2 of Initial Term				Year 2 shall include pricing for after phase two go-live.
Pricing for each range of trips shall be based on the requirements specified in the Scope of Work. (**)				Monthly invoices should be based on actual prices, not projected prices.
TOTAL PRICE FOR THE INITIAL TERM:				

PRICE SUMMARY SHEET

RFP 5-3930
EXHIBIT B
ADDENDUM NO. 2
ATTACHMENT A-1

Description	Price			Comments/Instructions
OPTION TERM:	For Less than 1,000,000 trips	For 1,000,000 to 1,500,000 trips	For 1,500,000 to 2,000,000 trips	For evaluation purposes, pricing will be scored based on the 1M to 1.5M ride range
Year 1 price Pricing for each range of trips shall be based on the requirements specified in the Scope of Work. (**)				Monthly invoices should be based on actual prices, not projected prices.
Year 2 price Pricing for each range of trips shall be based on the requirements specified in the Scope of Work. (**)				Monthly invoices should be based on actual prices, not projected prices.
Year 3 price Pricing for each range of trips shall be based on the requirements specified in the Scope of Work. (**)				Monthly invoices should be based on actual prices, not projected prices.
Year 4 price Pricing for each range of trips shall be based on the requirements specified in the Scope of Work. (**)				Monthly invoices should be based on actual prices, not projected prices.
Year 5 price Pricing for each range of trips shall be based on the requirements specified in the Scope of Work. (**)				Monthly invoices should be based on actual prices, not projected prices.
Total Cost for the Optional Term :				
TOTAL COST FOR THE INITIAL AND OPTION TERMS:				

(**) Pricing must cover all requirements outlined in the Scope of Work, including Phase Two go-live. If the proposal is selected for contract award, all proposed pricing is to be included in the final agreement.

**Provide the core software, third party software, and any unique technical components that are necessary to support the solution in the "List of Software and Technical Components" table below.*

LIST OF SOFTWARE AND TECHNICAL COMPONENTS		Software or Component Consultant	High Level Purpose	Integration Complexity & Level of Effort (H / M / L)
Application Software: core software				
(example: 3rd party software ABC)				
(example: 3rd party software XYZ)				

PRICE SUMMARY SHEET

TOTAL for SOFTWARE AND TECHNICAL COMPONENTS				
CONSULTANT-OFFERED ENHANCEMENTS		Cost	Comments	
(example: enhancement #1)				
(example: enhancement #2)				
TOTAL		\$0.00		

Professional Services Rate Schedule

RESOURCE RATES		Fully-Burdened Hourly Rate *
Program Manager		
Project Manager		
Architect		
Engineer / Developer		
Business Analyst		
Trainer		

*These rates would be used for approved change requests.

The undersigned, upon acceptance, agrees to provide the service in accordance with the terms, conditions, and requirements as contained in RFP 5-3930 and the supporting documents for all prices proposed.

1. I acknowledge receipt of RFP 5-3930 and Addenda No.(s) _____

2. This offer shall remain firm for _____ days from the date of proposal
(Minimum 120)

COMPANY NAME _____

ADDRESS _____

TELEPHONE _____

FACSIMILE # _____

EMAIL ADDRESS _____

SIGNATURE OF PERSON
AUTHORIZED TO BIND OFFEROR _____

NAME AND TITLE OF PERSON
AUTHORIZED TO BIND OFFEROR _____

DATE SIGNED _____