

SOLICITATION NO. 1-09-C091

METROPOLITAN WASHINGTON AIRPORTS AUTHORITY

**SHUTTLE BUS SERVICES
WASHINGTON DULLES INTERNATIONAL AIRPORT**

July 9, 2009

RESPONSES TO QUESTIONS

NOTICE: Questions may have been edited for clarity and relevance.

1. Question: Given the complexity of preparing a thorough / credible response from which the Airports Authority will be able to evaluate with high degree of confidence, I request an extension of the Deadline for Proposals from June 17th to July 31.
Answer: The proposal due date has been extended to July 23, 2009. **Reference Amendment No. 2.**
2. Question: Is there another opportunity for a site visit prior to Bid submission.
Answer: No other site visits will be provided. Potential offerors were provided an opportunity to tour the premises and buses at the Pre-proposal conference on May 28, 2009. Also, we have provided detailed vehicle maintenance records in new **Appendix F-5 in Attachment No.1 the Statement of Work in Amendment No. 3.**
3. Question: Is there a wage determination, if so what is it?
Answer: No.
4. Question: What are the current operating costs for vehicle maintenance?
Answer: Please reference new **Appendix F-5 in Attachment No.1 the Statement of Work in Amendment No. 3.**
5. Question: Will copies of all maintenance records be available before bids are accepted?
Answer: Please reference new **Appendix F-5 in Attachment No.1 the Statement of Work in Amendment No. 3.**
6. Question: Is there a maintenance software program in use, if so will there be training provided during transition.
Answer: Currently, Penske uses it own proprietary software. The Airports Authority owns TMT fleet maintenance software (with manuals) and it is available for the successful Contractor's use.
7. Question: Do you anticipate putting the current out of service vehicles, back into service?
Answer: Yes, we anticipate the out-of-service vehicles will be available at contract commencement. These out-of-service vehicles were not required because the current employee shuttle service provides their own buses. The vehicles currently out of service

receive regular maintenance to ensure they are road ready. Also, the current Contractor is required to maintain all vehicles to ensure all vehicles are in good condition and available for operation at contract expiration. The new Contractor will be assigned the vehicle fleet in "as is" condition as defined in the RFP Section VII, Paragraph 49.

8. Question: How soon in the future, does MWAA plan to purchase new vehicles?
- Answer: The Airports Authority does not have any approved funding to replace vehicles at this time. However, staff has requested funding in the 2010 budget to replace several of the Eldorado buses. If 2010 funding is approved, actual replacement bus delivery would not occur for another estimated 24 months due to procurement and manufacturing time requirements.
9. Question: Will the current replacement parts be transferred to the new contractor, if so is there a cost involved.
- Answer: The current usable parts inventory totals 5,500 items valued at approximately \$54,000. Upon contract award, the Contractor may elect to purchase any remaining inventory of parts.
10. Question: Who is responsible for vehicle licensing & inspections?
- Answer: The Contractor is responsible for inspections as defined in Attachment No.1 the Statement of Work paragraph IV.D and the Airports Authority may inspect the vehicles as defined in Attachment No.1 the Statement of Work, Paragraph IV.M. Vehicle licensing is the responsibility of the Airports Authority.
11. Question: Please provide an updated and final project fleet list / inventory of buses for this service.
- Answer: Please reference new **Appendix F-1 & F-2 in Attachment No.1 the Statement of Work in Amendment No. 3.**
12. Question: Will MWAA allow for a more thorough/extensive fleet inspection of this project fleet? We would request a full day of access to the project buses (a sample of each type of bus will suffice) and access to the garage/bus bay to conduct our inspections.
- Answer: Reference Answer to Question No. 2.
13. Question: Will MWAA provide detailed maintenance records for each service unit in the fleet, to include PM inspections completed, repair work activity, planned and performed overhauls and power train replacements, etc.
- Answer: Reference Answer to Question No. 5.
14. Question: Will MWAA consider a one week extension to the due date?
- Answer: Reference Answer to Question No.1.
15. Question: Who pays utilities at the facilities, electric, phone water, etc? Is there internet access provided, if so is there a cost.
- Answer: Reference revised language in Attachment No.1 the Statement of Work, Paragraph III.K in **Amendment No. 3.**

16. Question: Is there a cost for bus washes, or does new contractor take over bus washing maintenance facility.
- Answer: Yes, the Contractor is responsible for bus washes. The bus washing equipment is included in the Bus Maintenance Facility.
17. Question: Do we lease the equipment from MWAA?
- Answer: No, the Operating Equipment (vehicles) are assigned to the Contractor for its use during the term of the contract.
18. Question: Does MWAA provide an operating system for repair order processing and unit history in the service facilities?
- Answer: Reference Answer to Question No.6.
19. Question: Exactly how do the maintenance payments work, part of the hourly rate, or cost billed separately. Buying parts, who pays for and are there relationships set up with vendors currently.
- Answer: The maintenance and parts costs are included in the Contractor's Hourly Service Rate.
20. Question: Does MWAA provide storage for waste and clean fluids such as oil and antifreeze?
- Answer: The Bus Maintenance Facility includes a storage area and equipment for oil and batteries.
21. Question: What is the process for replacing shop equipment owned by MWAA that is found to be inoperable, obsolete, or un-repairable?
- Answer: The equipment is provided "as is" and returned to the Airports Authority in good condition as defined in the Attachment No. 1 the Statement of Work, Paragraph III.B.C.D. and Paragraph IV.
22. Question: What type of warranty coverage (if any) still remain on the units in operation now?
- Answer: Reference new **Appendix F-3 in Attachment No.1 the Statement of Work in Amendment No. 3.**
23. Question: How do potential contractors get access to past service records? Would like to see past at least the past year.
- Answer: Reference Answer to Question No.5.
24. Question: Will the Airports Authority accept changes to the RFP terms and conditions?
- Answer: Term and conditions of the solicitation/contract are not negotiable in any material way.
25. Question: What is the planned life cycle for the buses currently operating at the airport?
- Answer: The Airports Authority anticipates the Gillig manufactured buses to have a fifteen year life cycle. The Eldorado manufactured buses are nearing the end of their life cycle in the next two to three years. The Airports Authority plans to obtain funding to replace the Eldorados in the next year or two.

26. Question: Will any of the current buses be replaced during the five-year contract period?
Answer: Reference Answer to Question No.8.
27. Question: Will any of the replacement buses be CNG-powered?
Answer: No, we do not anticipate CNG-powered buses at Dulles.
28. Question: Please clarify if proposers will be required to provide financial statements certified by a third party certified public accounting firm.
Answer: The Authority prefers that the financial statements required to be submitted with the offers to have been certified by independent accountants or auditing firms, but if offerors do not have certified financial statements, they may submit financial statements that have not been certified. Offerors submitting uncertified financial statements may not be evaluated as highly under the evaluation criteria as those submitting certified financial statements, however. In any event, financial statements should be understandable, relevant, reliable and comparable. Reported assets, liabilities and equity are directly related to an organization's financial position.
29. 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. California is considering similar legislation. 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.
Answer: If personnel costs are impacted by an unforeseen change in state or federal regulations, the Contract may be modified to address the impact of the regulation changes.
30. Question: The EPA has been changing regulations for Engine Exhaust Emissions. Will the Airports Authority or the Contractor be responsible for any emission modifications required in the future?
Answer: If the vehicles require modification due to changes in the federal or state regulations, the Authority may choose to perform the modifications itself or it may require the Contractor to make the modifications and reimburse the Contractor through an equitable adjustment to the contract.
31. 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?
Answer: District of Columbia Parking Association (DCPA) has managed the public parking and shuttle bus contract at Dulles since November 1, 2004. The current DCPA contract expires on October 31, 2009. Shuttleport has managed the employee shuttle service since October 1, 2005. The current Shuttleport contract expires on September 30, 2009.
32. Question: What is their current hourly rate?
Answer: The current contract is structured differently; this information is not available for this solicitation.

33. Question: Please advise if the Airports Authority currently has any liquidated damages associated with this contract. If applicable, please provide details and amounts of all liquidated damages assessed to the current contractor in the last twelve months.
- Answer: The Airports Authority has not assessed liquidated damages in the current DCPA contract or Shuttleport contract.
34. Question: Please provide copies of the last three months of management reports from the Contractor for this contract.
- Answer: The current contract is structured differently; this information is not available for this solicitation.
35. Question: Please provide copies of the last three months of invoices from the Contractor for this contract.
- Answer: The current contract is structured differently; this information is not available for this solicitation.
36. Question: Please provide a copy of the current contract for each Contractor for these services.
- Answer: You may request a copy of the current contracts through the Freedom of Information Act (FOIA). FOIA procedures are available on the www.mwaa.com.
37. Question: Please provide a copy of the current pull out times and return to yard times for each of the routes.
- Answer: This information is not relevant to the solicitation.
38. Question: What type and number of support vehicles are currently being provided by the current contractor?
- Answer: Appendix C-5 provides information on the service vehicles assigned to the contractor, and that information on service vehicles presently used by the contractor is not relevant to this RFP
39. Question: Does the Airports Authority have any requirements or specifications regarding any specific age, model or fuel requirement or preferences for such vehicles?
- Answer: Not applicable.
40. Question: How many vehicles will be made available to an incoming contractor to perform training during the start-up period?
- Answer: The Airports Authority will arrange for a reasonable number of vehicles to be used for training. The number of vehicles will be determined and agreed to by all parties at contract transition.
41. Question: Please provide information on the Airports Authority provided fleet to include engine type, current odometer readings, average miles per year.
- Answer: Reference Answer to Question No.11.

42. Question: Please advise if the contractor must provide any other item on the vehicle for service.
Answer: The Contractor will provide a GPS system as defined in the Attachment No.1 the Statement of Work, Paragraph I.H.
43. Question: Please clarify if the Contractor responsible for engine and transmission overhauls for the revenue fleet?
Answer: The Contractor is responsible for all vehicle maintenance as defined in the Attachment No.1 the Statement of Work, Paragraph IV.
44. Question: Please provide the last 12 months of history for major component replacement and repair for the Airports Authority provided fleet for this contract.
Answer: Reference Answer to Question No. 5.
45. Question: Do any of the Airports Authority provided buses have remaining or extended warranty on any of the components?
Answer: Reference Answer to Question No.22.
46. Question: Please provide a current organizational chart or listing of positions that is being provided for this contract by the current contractor.
Answer: Please Reference new **Appendix F-6 in Attachment No.1 the Statement of Work in Amendment No.3.**
47. Question: Please indicate the percent that these positions are dedicated to this contract.
Answer: Reference Answer to Question No. 46.
48. 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.
Answer: This information is not relevant to the solicitation.
49. Question: Please supply any information about current incentive programs for the employees.
Answer: This information is not relevant to the solicitation.
50. Question: Are the current drivers part of a labor union? If yes, for which service, and please provide contact name and number for the union representative.
Answer: There is no labor union at Dulles.
51. Question: If the drivers are part of a labor union, please provide a current copy of the collective bargaining agreement.
Answer: Reference Answer to Question No. 50.

52. Question: Please provide information regarding the current rates/benefits of the current employees. Please include specific regarding co-pays, dependant coverage and amount of premium paid by employer.
- Answer: Reference Answer to Question No.46.
53. Question: Has service experienced problems due to driver shortages? If so, please explain.
- Answer: No.
54. Question: Please clarify the current background check process completed for employees under this contract, as well as if this process has been audited recently?
- Answer: This information is not relevant to the solicitation.
55. Question: Please clarify exactly how the prices will be evaluated, i.e. will only the Year 1 price be considered or the full contract term cost?
- Answer: All five years will be evaluated as described in the Note on the RFP Price Schedule.
56. Question: Please clarify that the Contractor must provide its own phone equipment and system. If so, any special requirements?
- Answer: The Airports Authority will assign land line/desk equipment to the Contractor. The Contractor is responsible for all wireless phones, radios and dispatch equipment.
57. Question: Please provide the annual cost to maintain the landscaping and vegetation at the MWAA provided facility.
- Answer: The landscaping responsibilities are provided by the Airports Authority or the Public parking contractor as defined the Appendix D-1, D-2, and D-3 to Attachment No.1 the Statement of Work.
58. Question: Does 5333(b) of Title 49, regarding Transit Labor Protection (formerly Section 13c) apply to this contract?
- Answer: No because the Authority's shuttle bus system receives no federal financial assistance.
59. Question: At this time what are the three biggest challenges the Airports Authority and the system face, and how have these inhibited the Airports Authority from achieving their goals?
- Answer: This information is not relevant to the solicitation.
60. Question: In the next ten years, what are the three most important things the Airports Authority wants to accomplish/change with the proposed services?
- Answer: This information is not relevant to the solicitation.
61. Question: Can you please provide a copy of a current run cut?
- Answer: This information is not relevant to the solicitation.

62. Question: Please provide a specific understanding of the revenue hour definition. Is it gate to gate or first and last pick up?
- Answer: A service hour includes the time a shuttle bus is in service performing the route.
63. Question: For transitional planning purposes please clarify the award date of the contract and the actual start date of the service for the new contract.
- Answer: The anticipated award date is during the fourth quarter of 2009 and the anticipated start date is during the first quarter of 2010.
64. Question: Please provide the planned bus replacement schedule.
- Answer: Reference Answer to Question No. 8.
65. Question: Please confirm that all services will be provided during the Airports Authority honored holidays.
- Answer: Yes, the shuttle bus service is provided 24 hours a day for 365 days a year as defined in Attachment No.1 the Statement of Work, Paragraph I.A.
66. Question: Are Contractors required to honor the current CBA and recognize the current union?
- Answer: Reference Answer to Question No. 50.
67. Question: Is there any history of manufacture defects on any of the buses, if so please provide this information.
- Answer: Please reference new **Appendix F-3 in Attachment No.1 the Statement of Work in Amendment No. 3**
68. Question: Which buses have had engine, turbo & transmission replacement and what was the mileage they were replaced and what is the mileage since replacement.
- Answer: Reference Answer to Question No. 5.
69. Question: Will there be an opportunity to review complete vehicle records or can a summary be provided on each bus?
- Answer: Reference Answer to Question No.5.
70. Question: Your RFP is based on 203,670 regular hours and 150 special hours. Is this how many hours are currently being ran in the service and should the bidders assume that this is the number of hours that will be operated on the first day of the new contract?
- Answer: This information is not relevant to the solicitation.
71. Question: Please provide the total amount of vehicle miles for all Airports Authority provided vehicles on an annual basis.
- Answer: Reference Answer to Question No. 11.

72. Question: Please clarify if both the Dulles and Reagan Airport proposals will be evaluated by separate committees.
Answer: One technical evaluation committee will evaluate both airport proposals.
73. Question: Are there yearly mileage reports by unit available that we can review immediately?
Answer: Reference Answer to Question No. 11
74. Question: How soon will the maintenance data, histories and records on the fleet by unit, be available for review?
Answer: Reference Answer to Question No. 5
75. Question: Can we use the Authority's purchasing agreements for parts to reduce repair parts acquisition costs?
Answer: No.
76. Question: Is there a list of current parts suppliers available?
Answer: No.
77. Question: Is the present parts inventory transferable or available for purchase?
Answer: Reference Answer to Question No. 9.
78. Question: Is there a procedure outlining the transition of vendors for fleet inspection and repairs?
Answer: The Offeror must propose a transition plan.
79. Question: How will current repairs in need of completion, identified in the inspection process and current repairs not started yet be handled?
Answer: Reference Answer to Question No. 7.
80. Question: Will WMAA hold the previous contractor responsible for these repairs?
Answer: Reference Answer to Question No. 7.
81. Question: How are tires administered? Are tires under a current contract or agreement?
Answer: The Contractor is responsible for all maintenance and repairs which includes tires.
82. Question: What is the acceptance period to take over the fleet?
Answer: As defined in Attachment No.1 the Statement of Work paragraph III.A., the vehicles will be assigned "as is." Also, reference Answer to Question No.7.
83. Question: What is the current staffing level for maintenance workers?
Answer: Reference Answer to Question No. 46.

84. Question: Is the fleet performance history of the current vendors available for review?
Answer: No.
85. Question: What are the current hours, shifts, and staffing levels of the current contractor at the maintenance facility?
Answer: Reference Answer to Question No. 46.
86. Question: Who is responsible for transporting vehicles involved in a breakdown situation on airport grounds?
Answer: The parking contractor will be responsible for managing towing services at the airport.
87. Question: Site Visit. Company representatives did attend the Pre-Proposal Conference at National Airport but did not attend the Dulles Airport Site Visit. Will that preclude the Company from submitting a bid?
Answer: No.
88. Question: Licenses and Permits. The Company currently has certifications and licenses from the DC Taxicab Commission and the WMATC. Are there any additional licenses and permits required to operate at the airport?
Answer: Not that we are aware of since this system will not operate off airport.
89. Question: Will the Company be supplied a complete inventory of Airports Authority owned property and equipment before the first day of service?
Answer: Yes.
90. Question: Operation of Motor Vehicles. What process is involved in obtaining an AOA operator permit?
Answer: Reference Attachment No. 3 the O&I IAD 6-4-1D in the RFP.
91. Question: Can identification flags be obtained from the MWAA?
Answer: Not applicable.
92. Question: Do flagmen and company supplied security guards require any special certifications?
Answer: Not applicable.
93. Question: What company currently services the contract?
Answer: Reference Answer to Question No. 31.
94. Question: Why is this contract being solicited now?
Answer: Contracts are competed on a periodic basis.

95. Question: There are currently several units parked in "mothballs" due to lack of need. What are their current condition and when is the last time they were in service?
Answer: Reference Answer to Question No. 11.
96. Question: Are the results to the mystery shopper survey available?
Answer: No.
97. Question: Is it possible to provide us a set of financial statements breaking out the sources of revenue and associated costs?
Answer: No.
98. Question: What is the current Lifecycle for replacing buses?
Answer: Reference Answer to Question No. 25.
99. Question: Why is the Performance Bonding 100 %? Can it be lowered to 20% or removed?
Answer: Reference revised language in **Amendment No. 3**.
100. Question: Are there any Union employees on the current contracts? If so, what is the percentage and breakdown?
Answer: Reference Answer to Question No. 50.
101. Question: What union exists today for mechanics and labors?
Answer: Reference Answer to Question No. 50.
102. Question: For Union employees, will the contractor be expected to honor the terms and conditions of the current agreement or will the contractor be able to negotiate input into the document?
Answer: Reference Answer to Question No. 50.
103. Question: Explain the hours on Appendix B-1 of the SOW.
Answer: Reference Answer to Question No. 62.
104. Question: What is the current management structure for the shuttle bus services for both airports?
Answer: Reference Answer to Question No. 46.
105. Question: Request the due date for this solicitation be extended by 40 days.
Answer: Reference Answer to Question No.1.
106. Question: Can you provide the maintenance records for each bus, all facilities, equipment, and vehicles?
Answer: Reference Answer to Question No. 5

107. Question: Can you provide a copy of the previous contract award? If not, what was the cost for maintenance in 2006, 2007, and 2008?
- Answer: Reference Answers to Question No. 4 and Question No. 36.
108. Question: How much of the previous contract was on a reimbursable basis?
- Answer: This information is not relevant to the solicitation.
109. Question: What is the anticipated award date?
- Answer: Reference Answer to Question No. 63.
110. Question: What is the anticipated start date?
- Answer: Reference Answer to Question No. 63.
111. Question: Who is responsible for vehicle inspections?
- Answer: Reference Answer to Question No.10.
112. Question: Whose insurance is covering the vehicles?
- Answer: The Airports Authority provides liability insurance for the Airports Authority vehicles which covers bodily injury and property damage to third parties. The Contractor is responsible for all physical damage to the Airports Authority vehicles unless caused by an identifiable third party. In that case, the Airports Authority will fund the repair and obtain recovery from the third party. Mysterious "found" damage to the vehicles is the responsibility of the Contractor. Cosmetic damage is the responsibility of the Contractor. The principles apply if vehicles are out-of-service for an extended period. The Airports Authority decides if the amount of repairs exceeds the value of the unit.
113. Question: What contractor performed the warranty on the vehicles and repairs for the engine/transmission?
- Answer: Reference Answer to Question No. 22.
114. Question: Please identify the areas for grass cutting and snow plowing.
- Answer: Reference Answer to Question No. 57.
115. Question: How many maintenance and labor employees are on the current contract?
- Answer: Reference Answer to Question No. 46.
116. Question: Can the due date of the contract be moved to a later date to allow enough time to properly prepare the bid.
- Answer: Reference Answer to Question No.1.
117. Question: Are the buses subject to Virginia State annual inspection?
- Answer: Yes.

118. Question: We request that you consider extending the proposal due date by at least fifteen business days from the Airports Authority's issuance of the addendum responding to the questions posed in order to allow respondents adequate time to analyze the information and finalize proposals.
- Answer: Reference Answer to Question No.1.
119. Question: Provide Current maintenance staffing schedules (both airports).
- Answer: Reference Answer to Question No. 46.
120. Question: Employee rates of pay and benefits by position, hire dates and number of FT/PT (both airports).
- Answer: Reference Answer to Question No. 46.
121. Question: Odometer and engine hour meter readings at 6-month intervals for the most recent 3 years (both airports)
- Answer: Reference Answer to Question No. 11.
122. Question: Vehicle maintenance records for the most recent 3 years (both airports).
- Answer: Reference Answer to Question No. 5.
123. Question: Life to date component replacement/rebuild dates and mileage for engines, transmissions, differentials, air compressors and HVAC systems (both airports).
- Answer: Reference Answer to Question No. 5.
124. Question: Specific information on engine repairs for all vehicles at IAD similar to information provide for vehicles at DCA.
- Answer: Reference Answer to Question No. 5.
125. Question: Tire and brake expenditures for most recent 3 years.
- Answer: Reference Answer to Question No.5.
126. Question: Fuel usage by vehicle for the most recent 3 years (both airports)
- Answer: Reference new **Appendix F-1 & F-2 in Attachment No.1 the Statement of Work in Amendment No. 3.**
127. Question: List of buses that are considered permanently out of service.
- Answer: Reference Answer to Question No. 11.
128. Question: Page VII-20& 21, Sec. 49 indicates Contractor must accept all Airports Authority-provided property as is. Would that apply to the buses provided?
- Answer: Reference Answer to Question No.7.

129. Question: What if the buses or other property provided need major repairs- would the Airports Authority pay the cost?
- Answer: Reference Answer to Question No.7.
130. Question: Will MWAA undertake and assume capital repairs/replacements to the physical properties i.e. BMF, BOS and ESOC? For example, will MWAA assume the cost of replacement on major repairs to structural elements of the building, roof, walls, HVAC system, electrical system, pipes and structural utilities?
- Answer: The Airports Authority is responsible for the facilities and systems as defined in Appendix C-1, C-2, and C-3 to Attachment No.1 the Statement of Work.
131. Question: MWAA indicated timing of the loops is without dwell time. Is passenger drop-off and pick-up time included in loop times or excluded/considered to be dwell time?
- Answer: Passenger drop-off and pick-up are included in loop times.
132. Question: Does the Airports Authority currently have any new buses on order and/or plans to order new buses?
- Answer: Reference Answer to Question No.8.
133. Question: Do mechanics need a CDL with endorsement if they only drive buses for testing with no passengers on board?
- Answer: Mechanics are required to operate the vehicles in compliance with DOT requirements.
134. Question: Will Operator be required to provide insurance for vehicles that are out of service for an extended period?
- Answer: Reference Answer to Question No. 112.
135. Question: If a new Operator hires existing drivers, will drivers be required to complete the background check/attain a new badge?
- Answer: All employees must comply with the requirements to obtain an airport badge as provided in Attachment No.3 the O&I IAD-6-4-1D of the RFP.
136. Question: Will Contractor need restricted area access (Pg. VII-10, Sec. 22)? If so, will the cost of the required FAA training be paid by the Airports Authority?
- Answer: The Contractor will need to have some drivers to trained and badged to drive on the AOA. The training is free.
137. Question: Will all drivers be required to be trained and have badges for AOA driving?
- Answer: Reference Answer to Question No. 136.
138. Question: May the operator designate a limited number of drivers for AOA driving, in advance of any special events?
- Answer: Yes, reference Answer to Question No. 136.

139. Question: Can Airports Authority provide additional information regarding what being a co-permittee on the Airports storm water permit entails or provide a copy of such permit to all proposers so that they could anticipate what is required as co-permittee (Pg. 9, IV.H)?
- Answer: The Contractor is responsible for training personnel on the proper handling of hazardous chemicals and implementing good management practices including good housekeeping practices such as having spill kits available at locations where fuel, oil, or other hazardous chemicals are used; storing hazardous chemicals in secondary containment; and cleaning spots of oil, grease, and/or gasoline/other fuels on the ground of the Premises that may contribute hazardous materials to the storm water flows that run off from the Premises. As the party responsible for those actions, the Virginia Department of Environmental Quality requires that the Contractor either be a co-permittee on the NPDES permit or obtain their own NPDES permit.
140. Question: Is the maintenance record keeping software staying in place?
- Answer: Reference Answer to Question No.6.
141. Question: Is the maintenance record keeping software in place?
- Answer: Reference Answer to Question No.6.
142. Question: How many mechanics are currently employed at each location?
- Answer: Reference Answer to Question No. 46.
143. Question: Who decides if the amount of repairs exceeds the value of the unit?
- Answer: The Contractor is responsible for maintaining the assigned vehicles for the full term of the contract. However, the Contractor shall advise the Airports Authority with any concerns on repairs and maintenance as defined in Attachment No.1 the Statement of Work paragraph IV.
144. Question: Can we get current maintenance records for the units?
- Answer: Reference Answer to Question No. 5.
145. Question: The Life to Date record shows the last time an engine or transmission was replaced however, the list does not show how many engines or transmissions.
- Answer: Reference new **Appendix F-4 in Attachment No.1 the Statement of Work in Amendment No. 3.**
146. Question: Can we get an average cost per vehicle per year?
- Answer: Reference Answer to Question No. 4.
147. Question: Who pays for accident damage (major or minor)?
- Answer: Reference Answer to Question 112.
148. Question: Whose insurance is covering the vehicles?
- Answer: Reference Answer to Question No. 112.

149. Question: Is cosmetic damage covered in the contract i.e. a torn seat?
Answer: Reference Answer to Question No. 112.
150. Question: Does the current inventory of parts have to be bought by contractor?
Answer: Reference Answer to Question No. 9
151. Question: Can an itemized list, with part numbers, of stock and non stock parts be obtained?
Answer: Reference Answer to Question No. 9.
152. Question: Who pays for identity change on vehicles?
Answer: The Contractor.
153. Question: Where do service bulletins and warranty recalls get sent? How do they get to shop manager?
Answer: The Airports Authority receives the service bulletins and warranty recalls and then forwards them to the fleet maintenance operator.
154. Question: Can aftermarket parts be used?
Answer: Yes, aftermarket parts may be used provided the parts are purchased from a reputable supplier.
155. Question: Who supplies the engine oil or any other fluids?
Answer: The Contractor.
156. Question: Based on the size of the contract, can the Performance Bond be decreased to 20%?
Answer: Reference Answer to Question 99.
157. Question: What is the current pay and benefit structure for the drivers and mechanics?
Answer: Reference Answer to Question 46.
158. Question: Due to the short response time allocated for the RFP, we request an additional 45 days to provide a reasonable and thorough response.
Answer: Reference Answer to Question No.1.
159. Question: Define certified financial statements? Does this apply to the subs? Also, will company supplied financials suffice?
Answer: See response to question 28 concerning the financial statements referenced in the evaluation criteria.

160. Question: It was mentioned in the RFP no employee parking is provided. Where do the employees park and at what cost?
- Answer: The employees may park adjacent to the assigned premises. The current annual cost for an employee parking hangtag at Dulles is \$350. Reference revised language in **Amendment No. 3.**
161. Question: Will we be able to have access to drive the routes to confirm headways?
- Answer: Some of the bus routes are open to the public so Offerors may calculate the times. We have provided miles and route drive times in the Attachment No.1 the Statement of Work paragraph I.B.
162. Question: What is the award date?
- Answer: Reference Answer to Question No. 63.
163. Question: What is the start date?
- Answer: Reference Answer to Question No. 63.
164. Question: What area does the contract have to cover for snow removal and ground maintenance?
- Answer: Reference Answer to Question No. 57
165. Question: Who is performing the warranty work on the vehicles?
- Answer: Reference Answer to Question No. 22
166. Question: Can we make the site for state inspections and who pays for the cost?
- Answer: Yes, the Contractor may use the premises to perform state inspections on vehicles used to perform this contract only.
167. Question: Request the due date be extended by three weeks in order to submit a comprehensive, accurate proposal.
- Answer: Reference Answer to Question No.1.
168. Question: Considering the required high percentage participation level for LDBEs and the encouraged level for M/WBE participation in this contract, would MWAA consider extending the due date for the RFP?
- Answer: Reference Answer to Question No.1.
169. Question: Price Schedule please explain what is meant by Note: Offerors must provide unit prices for all above items.
- Answer: The Price Schedule must be complete in order to be in compliance with the solicitation.
170. Question: Section IV-3 (07) -- for the purposes of this DUNS Identification Number, is the DUNS for the majority owner of a joint venture acceptable?
- Answer: Yes.

171. Question: Performance Bond is the bond requirement 100% of the first year contract price?
Answer: Reference revised language in **Amendment No. 3**.
172. Question: Would the Airports Authority consider reducing the bond to two (2) months of Operating Expenses?
Answer: Reference Answer to Question 171.
173. Question: As it presently stands, MWAA is requesting a bond that may be \$8-\$10 million which seems unrealistic compared to the potential risk of MWAA.
Answer: Reference Answer to Question 171.
174. Question: Employee Parking - Where will employees park? And what is the price per month?
Answer: Reference Answer to Question No. 161.
175. Question: Section VII-2 (08) Do the working hours impact service or are we to schedule service 24/7?
Answer: Section VII-2 (08) of the RFP applies to Airports Authority employees. The Contractor will provide service 24 hours a day as defined in the Statement of Work, Paragraph I.A.
176. Question: Section VII-3 (14) -- please explain why we have to provide a listing of subcontractor and their activities for payment of invoices? As we understand the RFP, the offer will be paid a fixed hourly rate for services described in the Scope of Work.
Answer: The Invoice Attachment Form (Exhibit J) is required to represent the dollars paid to LDBE firms participating on the contract.
177. Question: Section VII 3 (14) Please explain why we should utilize banks owned or controlled by DBE since we collect no money for MWAA?
Answer: Not a requirement of the contract. The Contractor is only encouraged to do so.
178. Question: Section VII 16 (38) Why must we furnish a price breakdown, itemized as required by the Contracting Officer since this is an all hourly rate bid?
Answer: This provision relates to contract modifications only.
179. Question: For clarity: MWAA requires 40% participation by a LDBE based on the total expenses, but the MBE/WBE is not required?
Answer: No, the MBE/WBE participation is not required but is a voluntary effort. The Airports Authority's LDBE Program is race neutral and was established to provide significant opportunities to local small business enterprises, including minority and woman-owned business enterprises.
180. Question: Will MWAA consider increasing the number of proposal pages from 50 to 80 and changing the double-spaced requirement to single spaced?
Answer: No. The requirement for page limit and spacing will remain unchanged.

181. Question: Section VII-9, Para 19K States that all records must be maintained for 3 years after the final settlement. Section VII-19, Para 45 “states that all records must be retained for 5 years after final payment. Which is correct?
- Answer: Both are correct. Section VII-9 Para 19K is for purposes of Termination for Convenience of the Authority. Section VII-19 Para 45 is for Audit and Inspection of Records.
182. Question: Will MWAA provide on-site storage area or should the cost of a storage facility be included in the billable hourly rate?
- Answer: No.
183. Question: Section VII-21, Para 49 states that the Contractor accepts the provided property in as is condition. As the contract will now call for the operator to pay for all R&M on all service vehicles as part of the billable hourly rate, will MWAA provide a guarantee on the mechanical integrity of the service fleet as of the date of transition? It would be unfair for a new operator to have to cover the cost of any neglect by the current operator or any major repair with no knowledge as to the condition of each vehicle.
- Answer: Reference Answer to Question No. 7.
184. Question: Pg. 3 (E) Exactly what equipment must be maintained at the Employee Parking Lots?
- Answer: As defined in Attachment No.1 to the Statement of Work paragraph I.E., the Airports Authority maintains the employee access control system.
185. Question: Pg. 9 (F) Please explain in detail what is required of the Offeror to address any remediation or corrections of the fuel tanks.
- Answer: The Airports Authority will be responsible for any required remediation and/or repairs to the fuel tank and associated equipment, but the Contractor will be responsible for the management of the operable system during their contract.
- The Contractor is responsible for ensuring the fuel system, including the leak detection system is operated properly. If the leak detection system and/or fuel inventory reconciliation records indicate a problem with the fuel system, then the Contractor would be responsible for determining the nature of the problem and whether it can be remedied by the Contractor. If the problem cannot be remedied by the Contractor, the Airports Authority shall be notified immediately. If the Contractor does not report fuel system problems to the Airports Authority and/or negligent actions of the Contractor’s personnel or its subcontractor or suppliers create a release of fuel to the surface or subsurface, then the Contractor shall be entirely responsible for the cost of the investigation, monitoring, and cleanup of the release. **Reference Amendment No. 3 for revised language.**
186. Question: Appendix C-4 Shall we prepare for all 47 buses to be in service?
- Answer: Please reference new **Appendix F-3 in Attachment No.1 the Statement of Work in Amendment No. 3.**
187. Question: Dulles Airport- Statement of Work (SOW) - page 2, (I)(C)(2): The Airports Authority may increase or decrease the number of Daily Service Hours established in Section 1.C by up to 15% without changing the Service Hour Rate. The Airports Authority will promptly and in good faith consider the request, and advise the Contractor of its decision. Please define good faith?

- Answer: Good faith is defined as a fair and equitable assessment of the proposed change within a reasonable period of time.
188. Question: Dulles Airport-SOW- page 2, (I)(D)- What if the request for Special On-Airport Tours and Charters exceeds 150 hours? Will we be able to invoice the Airports Authority at the bid rate per hour?
- Answer: The contract will be modified to address additional hours needed.
189. Question: Dulles Airport- SOW- page 3, (I)(F)- If the Airports Authority determines that temporary shuttle bus service for the Purple and Orange public parking lots is not needed, how long does the Airports Authority have to cancel without payment to the Contractor?
- Answer: The Contractor is paid per service hour for actual hours worked as defined in Section 3 – Price Schedule. Reference SOW-page 3, paragraph (I)(F).
190. Question: Is the Airports Authority willing to pay for service to the lot(s) until the last vehicle exits the lot(s)?
- Answer: Closed public parking lots will not have schedule bus service. The few remaining vehicles will be provided return service by an in-service bus assigned to an adjacent bus route.
191. Question: Dulles Airport- SOW- page 3, (I)(H): Will the Contractor be provided the existing radio system to use to dispatch?
- Answer: The radio system is assigned for the Contractor's use and identified in Appendix C-2 in Attachment No.1 the Statement of Work.
192. Question: Dulles Airport- SOW- page 3, (I)(H): Would the Airports Authority consider purchasing the GPS system?
- Answer: No.
193. Question: Dulles Airport- SOW- page 3, (I)(I): Who is responsible for paying for the bus markings?
- Answer: Reference Answer to Question No.152.
194. Question: Dulles Airport- SOW- page 5, (K)(2)(b): Please clarify number of trips made each day by each bus? Should this be a monthly, rather than a daily, number?
- Answer: The Monthly report should report daily information and then totaled for a monthly sum.
195. Question: Dulles Airport- SOW- page 5, (K)(2)(c): Please clarify bus miles driven on each route. Should this be a monthly, rather than a daily, number?
- Answer: The Monthly report should report daily information and then totaled for a monthly sum.
196. Question: Dulles Airport- SOW- page 6, (K)(2)(g): As this is an hourly rate bid, why do we need to report maintenance cost summaries?
- Answer: The Airports Authority requires a complete maintenance history of their vehicles which includes the cost and value of the maintenance and repairs performed.

197. Question: Dulles Airport- SOW- page 9, (IV)(F): Please provide of the status, condition of and age of the existing fuel tanks. Does the Airports Authority plan to repair and/or replace these tanks?
- Answer: The tanks (two diesel and one gasoline) were installed in 1995 and the tanks are equipped a leak detection system and fuel inventory control system. There have not been any indications that the tanks are not in satisfactory condition. There is no current plan to replace the fuel tanks. The Airports Authority will ensure the tanks and associated equipment are in fully operable condition before the new contract period begins.
198. Question: Dulles Airport- SOW, page 10 (IV)(K): Will the Contractor be provided the Airports TMT system to use to track vehicle maintenance and repairs?
- Answer: Reference Answer to Question No. 6.
199. Question: Regarding the Dulles daily services hours for Public Shuttle service, we notice that the Purple Lot hours are listed in the Economy Lot Routes but not listed in the total Daily Service Hours. What is the status of the purple lot shuttle service?
- Answer: Seasonal.
200. Question: Regarding the Dulles Employee Shuttle service; in order to meet capacity and headways as outlined in the RFP – The Incumbent is currently operating more daily service hours than the 186 hours listed in the RFP. Will the Airports Authority modify headways and wait times in the new contract so that the contractor can provide the service within the 186 hours specified?
- Answer: Yes.
201. Question: Please provide a current organizational chart or listing of positions that are being provided by the current contractor for the for the Dulles Public Shuttle Service?
- Answer: Reference Answer to Question No. 46.
202. Question: Please provide a seniority list for the current employees of the Dulles Public Shuttle service. Indicate position, full time or part time, length of service and current rate of pay.
- Answer: Reference Answer to Question No. 46.
203. Question: Are the current employees for the Dulles Public Shuttle Service part of the labor union? If yes please provide contact name and number for the union representative.
- Answer: Reference Answer to Question No. 50.
204. Question: If the employees are part of a labor union, please provide a current copy of the collective bargaining agreement(s).
- Answer: Reference Answer to Question No. 50.
205. Question: Please supply any information the Airports Authority may have about current incentive programs for the employees.
- Answer: Reference Answer to Question No. 49.

206. 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.
- Answer: Reference Answer to Question No. 46.
207. Question: Have there been service problems due to driver shortages? If so, please explain.
- Answer: Reference Answer to Question No. 53.
208. Question: Does the Airports Authority have any information related to annual driver turnover rate from the current contractor? Is so, please provide.
- Answer: This information is not relevant to the solicitation.
209. Question: Please provide copies of the last three months of management reports from the contractors for these contracts.
- Answer: Reference Answer to Question No. 34.
210. Question: What number of service hours has been provided by contractors at each airport during each of the last three years?
- Answer: The current contract is structured differently; this information is not available for this solicitation.
211. Question: Please provide copies of the last three months of invoices from the contractor for this contract.
- Answer: Reference Answer to Question No. 35.
212. Question: What is the current rate per service hour paid to the contractor of the Public Shuttle services at the Dulles airport?
- Answer: The current contract is structured differently; this information is not available for this solicitation.
213. Question: Please clarify exactly how the prices will be evaluated, i.e. will only the Year 1 price be considered or the full contract term cost?
- Answer: Reference Answer to Question No. 55.
214. Question: Please provide a history of liquidated damages charged in the past 12 months.
- Answer: Reference Answer to Question No. 33.
215. Question: What is meant by 100% Performance Bond? Is it 100% of the annual amount of the contract or 100% of the total contract value?
- Answer: Reference Answer to Question No. 171.
216. Question: If 100% of the contract value is it of the remaining value after each year?
- Answer: Reference Answer to Question No. 171.

217. Question: How many vehicles will be made available to an incoming contractor to perform training during the start-up period?
- Answer: Reference Answer to Question No. 40.
218. Question: What is the fleet retirement/replacement schedule for each fleet?
- Answer: Reference Answer to Question No. 8.
219. Question: What is the condition of the Dulles fleet? Are they generally as the agency wants it to be or are there major maintenance problems? If there are, what are they?
- Answer: Reference Answer to Question No. 7.
220. Question: Please provide a history of major rebuilds that have been performed on each of the vehicles in Dulles fleet.
- Answer: Reference Answer to Question No. 5.
221. Question: Will there be a formal inspection of the Dulles fleet during the transition period? If yes, who will be responsible for the cost of the repairs that are identified during that inspection? If not, how will any deferred maintenance repairs that are identified be reimbursed after the fleet is transferred? For example, will these be a pass through to the Airports Authority?
- Answer: Reference Answer to Question No. 7.
222. Question: What is the headway schedule for the purple lot?
- Answer: When purple lot is open, the headways for the purple lot shall be the same as the other Economy routs (i.e. Blue, Green, and Gold).