

**SOLICITATION NO. 1-09-C101**

**METROPOLITAN WASHINGTON AIRPORTS AUTHORITY**

**SHUTTLE BUS SERVICES  
RONALD REAGAN WASHINGTON NATIONAL AIRPORT**

**July 9, 2009**

**RESPONSES TO QUESTIONS**

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

1. Question: Current Union Agreements for drivers and mechanics at Ronald Reagan Washington National Airport  
Answer: Reference Amendment No. Three (0003), Appendix H-1.
2. Question: Do the tow trucks provided at DCA have appropriate capacity to tow the buses?  
Answer: No. The Van Hool buses have tow bars attached, so they can tow each other. A contractor must be called to tow the El Dorado buses.
3. Question: Which workers are Union members at DCA?  
Answer: Drivers, bus washers, mechanics, mechanic helpers, porters, and facilities maintenance.
4. Question: Please provide a current organizational chart or listing of positions that are being provided by the current contractor for the National Shuttle service?  
Answer: Bus drivers, bus washers, mechanics, senior mechanics, parts inventory clerk, supervisors, curbside assistants, driver and safety trainer, shift managers, operations manager, fleet maintenance manager, currently share with parking operation: human resources manager, HR assistant, general manager.
5. Question: Please provide a seniority list for the current employees of the National Shuttle Service. Indicate position, full time or part time, length of service and current rate of pay.  
Answer: Not all information is relevant to this solicitation, reference Amendment No. Three (0003), Appendix H-2.
6. Question: Are the current employees for the National Shuttle Service part of the labor union? If yes please provide contact name and number for the union representative.  
Answer: Reference answer to question 1.
7. Question: What is the current rate per service hour paid to the contractor at the National airport?  
Answer: The current contract is structured differently; this information is not available for this solicitation.

8. Question: What is the condition of the National fleet? Are they generally as the agency wants it to be or are there major maintenance problems? If there are, what are they?
- Answer: All vehicles will be working at time of transfer. Reference Statement of Work, Section III, Paragraph A, Shuttle Bus Premises and Operation Equipment.
9. Question: Please provide a history of major rebuilds that have been performed on each of the vehicles in Dulles and National fleets.
- Answer: Reference Amendment No. Three (0003), Appendix C-2a, Shuttle Bus and Service Vehicles Assigned (Revised).
10. Question: Will there be a formal inspection of the National 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 Authority?
- 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 27, 2009. Also, we have provided detailed vehicle maintenance records in Amendment No. Three (0003), Appendix C-8.
11. Question: Given the complexity of preparing a thorough / credible response from which the 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. Two (0002).
12. Question: Please provide an updated and final project fleet list / inventory of buses for this service.
- Answer: Reference Amendment No. Three (0003), Appendix C-2a.
13. 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 10.
14. 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 Amendment No. Three (0003), Appendix C-2a, C-7 and C-8.
15. Question: Will MWAA consider a one week extension to the due date?
- Answer: Reference answer to question 11.
16. Question: What is the process for replacing shop equipment owned by MWAA that is found to be inoperable, obsolete, or un-repairable?
- Answer: All equipment is assigned in an "as is" condition, refer to Statement of Work, Section III, paragraph A. Equipment should be returned in the same condition.

17. Question: Does MWAA provide an operating system for repair order processing and unit history at the service facilities?  
Answer: Yes, TMT Fleet Maintenance Software.
18. Question: Does MWAA provide storage for waste and clean fluid such as oil and antifreeze?  
Answer: The Bus Maintenance Facility includes a tank for storage.
19. Question: What type of warranty coverage (if any) still remain on the units in operation now?  
Answer: Reference Amendment No. Three (0003), Appendix E-3.
20. Question: Provide past service records for the past year.  
Answer: Reference answer to question 14.
21. Question: Will the Authority accept changes to the RFP terms and conditions?  
Answer: Term and conditions of the solicitation/contract are not negotiable in any material way.
22. Question: What are the planned life cycles for the buses currently operating at the airport?  
Answer: The 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 Van Hool 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.
23. Question: Will any of the current buses be replaced during the five-year contract period?  
Answer: Unknown at this time.
24. Question: Will the Authority provide PM and running repair history for the buses?  
Answer: Reference answer to question 14.
25. Question: Will the Authority provide a parts and accessory inventory list for this fleet?  
Answer: An inventory of parts in stock is included in Amendment No. Three (0003), Appendix C-6.
26. Question: Will the Authority provide a dollar-value estimate of the parts and accessories currently in stock?  
Answer: Reference answer to question 25.
27. Question: Will the Authority provide a list of shop equipment that will be made available for the vendor's use?  
Answer: During transition period, one will be provided.

28. Question: Is there gas detection equipment installed at the shop?  
Answer: No.
29. Question: Is the shop compliant with local Fire Marshall regulations?  
Answer: Yes.
30. Question: What is the length of time required to refuel a CNG bus?  
Answer: It is a low pressure system and can take anywhere from 20 to 45 minutes to fuel each bus (not including travel time).
31. 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.
- 31a. 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.
32. Question: EPA has been changing regulations for Engine Exhaust emissions. Will the 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
33. 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: The present contractor has operated since October 1, 1998. Two contracts and two extensions.
34. Question: What is their current hourly rate?  
Answer: Reference answer to question 7.

35. Question: Please advise if the 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: None.
36. 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.
37. 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.
38. 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](http://www.mwaa.com).
39. Question: Please provide a copy of the current pull out times and return to yard times for each of the routes.
- Answer: Current pull out times and return to yard times are not relevant to this solicitation.
40. Question: What type and number of support vehicles are currently being provided by the current contractor.
- Answer: No support vehicles are provided by the current contractor.
41. Question: Does the Authority have any requirements or specifications regarding any specific age, model or fuel requirement or preferences for such vehicles?
- Answer: Not relevant to this solicitation.
42. 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.
43. Question: Please provide information on the Authority provided fleet to include engine type, current odometer readings, average miles per year.
- Answer: Reference Amendment No. Three (0003), Appendix No. C-2a/b and C-3.
44. Question: Please advise if the contractor must provide any other item on the vehicle for service.
- Answer: No.

45. Question: Please clarify if the Contractor responsible for engine and transmission overhauls for the revenue fleet?
- Answer: Yes, refer to Statement of Work, Section IV.
46. Question: Please provide the last 12 months of history for major component replacement and repair for the Authority provided fleet for this contract.
- Answer: Reference Amendment No. Three (0003), Appendix No. C-2a.
47. Question: Do any of the Authority provided buses have remaining or extended warranty on any of the components?
- Answer: Reference answer to question 19.
48. Question: Please provide a current organizational chart or listing of positions that is being provided for this contract by the current contractor.
- Answer: Reference answer to question 4.
49. Question: Please indicate the percent that these positions are dedicated to this contract.
- Answer: Not relevant to this solicitation.
50. 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: Reference answer to question 5.
51. Question: Please supply any information about current incentive programs for the employees.
- Answer: Not relevant to this solicitation.
52. 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: Yes, Reference answer to questions 1 and 6.
53. 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 1.
54. 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: Not relevant to this solicitation.
55. Question: Has service experienced problems due to driver shortages? If so, please explain.
- Answer: No.

56. 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: Background checks are the responsibility of the Contractor. However all employees must have an Authority badge and submit to the Authority background check. Refer to Ronald Reagan Washington National Airport, Airports Bulletins attachment to this solicitation.
57. 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 years as noted on the RFP Price Schedule, Basis of Evaluation.
58. Question: Please clarify that the Contractor must provide it's own phone equipment and system. If so, any special requirements?
- Answer: The Authority will provide landline telephones in the assigned facility, and the Contractor will be billed for their use.
59. Question: Please provide the annual cost to maintain the landscaping and vegetation at the MWAA provided facility.
- Answer: N/A, contractor does not need to maintain any landscaping.
60. Question: Does 5333(b) of Title 49, regarding Transit Labor Protection (formerly Section 13c) apply to this contract?
- Answer: No, because the Airports Authority's shuttle bus system receives no federal financial assistance
61. Question: At this time what are the three biggest challenges the Authority and the system face, and how have these inhibited the Authority from achieving their goals?
- Answer: N/A, none relating to the shuttle bus operation.
62. Question: In the next ten years, what are the three most important things the Authority wants to accomplish/change with the proposed services?
- Answer: Not relevant to this solicitation.
63. Question: Can you please provide a copy of a current run cut?
- Answer: Not relevant to this solicitation.
64. 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.
65. 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 contract is estimated to be awarded in the fourth quarter 2009. The start date of service for the new contract is estimated to be in the first quarter 2010.

66. Question: Please provide the planned bus replacement schedule.  
Answer: Reference answer to question 22.
67. Question: Please confirm that all services will be provided during the Authority honored holidays.  
Answer: Yes, refer to Statement of Work, Section I, Paragraph A.
68. Question: Are Contractors required to honor the current CBA and recognize the current union?  
Answer: We have included the current union contract, Amendment No. Three (0003), Appendix H-1.
69. Question: Is there any history of manufacture defects on any of the buses, if so please provide this information.  
Answer: None.
70. 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 Amendment No. Three (0003), Appendix C-2a, and C-3.
71. 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 14.
72. Question: Your RFP is based on 107,310 regular hours and 280 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: Yes.
73. Question: Please provide the total amount of vehicle miles for all Authority provided vehicles on an annual basis.  
Answer: Reference Amendment No. Three (0003), Appendix C-3.
74. Question: Please clarify if both the Dulles and Reagan Airport proposals will be evaluated by separate committees.  
Answer: No, single committee.
75. Question: Are there yearly mileage reports by unit available that we can review immediately?  
Answer: Reference answer to question 73.
76. Question: How soon will the maintenance data, histories and records on the fleet by unit, be available for review?  
Answer: Reference answer to question 14.

77. Question: Can we use the Authorities purchasing agreements for parts to reduce repair parts acquisition costs?  
Answer: No.
78. Question: Is there a list of current parts suppliers available?  
Answer: No.
79. Question: Is the present parts inventory transferable or available for purchase?  
Answer: Reference Amendment No. Three (0003), Appendix C-6 for a current inventory of parts. Upon contract award, the Contractor may elect to purchase any remaining inventory of parts.
80. Question: Is there a procedure outlining the transition of vendors for fleet inspection and repairs?  
Answer: No, the offeror must propose a transition plan.
81. 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 8.
82. Question: Will WMAA hold the previous contractor responsible for these repairs?  
Answer: N/A
83. Question: How are tires administered?  
Answer: Contractor is responsible for a maintenance and repair, including tires.
84. Question: Are tires under a current contract or agreement?  
Answer: No.
85. Question: What is the acceptance period to take over the fleet?  
Answer: Fleet is assigned "as is" during contract transition.
86. Question: What is the current staffing level for maintenance workers?  
Answer: The current contract is structured differently; this information is not relevant to this solicitation.
87. Question: Is the fleet performance history of the current vendors available for review?  
Answer: Not relevant to this solicitation.
88. Question: What are the current hours, shifts, and staffing levels of the current contractor at the maintenance facility?  
Answer: Reference answer to question 5.

89. Question: Who is responsible for transporting vehicles involved in a breakdown situation on airport grounds?  
Answer: Contractor is responsible for all vehicles assigned under this contract.
90. Question: What is the current Lifecycle for replacing buses?  
Answer: Reference answer to question 22.
91. Question: Why is the Performance Bonding 100 %? Can it be lowered to 20% or removed?  
Answer: Reference revised language in **Amendment No. 3**.
92. Question: Are there any Union employees on the current contracts? If so, what is the percentage and breakdown?  
Answer: Yes, reference answer to question 50.
93. Question: What union exists today for mechanics and labors?  
Answer: Reference answer to question 1.
94. 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 68.
95. Question: Explain the hours on Appendix B-1 of the SOW.  
Answer: Appendix B-1 is the number of shuttle bus service hours necessary to maintain the Authorities headway requirements on the three (3) bus routes.
96. Question: What is the current management structure for the shuttle bus services for both airports?  
Answer: Not relevant to the solicitation.
97. Question: Since questions and answers will not be completed, request the due date for these two solicitations be extended by 40 days.  
Answer: Reference answer to question 11.
98. Question: Can you provide the maintenance records for each bus, all facilities, equipment, and vehicles?  
Answer: Reference answer to question 14.
99. 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: No. Reference Amendment No. Three (0003), Appendix C-7 and C-8.
100. Question: How much of the previous contract was on a reimbursable basis?  
Answer: This information is not relevant to this solicitation.

101. Question: What is the anticipated award date?  
Answer: Reference answer to question 65.
102. Question: What is the anticipated start date?  
Answer: Reference answer to question 65.
103. Question: Who is responsible for vehicle inspections?  
Answer: Contractor is responsible for all inspections, to include all inspections required by the state and/or other governmental entities.
104. Question: Whose insurance is covering the vehicles?  
Answer: The Authority provides liability insurance for the Authority vehicles which covers bodily injury and property damage to third parties. The Contractor is responsible for all physical damage to the Authority vehicles unless caused by an identifiable third party. In that case, the 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 Authority decides if the amount of repairs exceeds the value of the unit.
105. Question: What contractor performed the warranty on the vehicles?  
Answer: The current contractor performed most of the warranty work on the vehicles.
106. Question: Please identify the areas for grass cutting and snow plowing.  
Answer: The contractor is responsible for snow removal at assigned facilities, but is not responsible for grass cutting.
107. Question: How many maintenance and labor employees are on the current contract?  
Answer: The current contract is structured differently; this information is not relevant to this solicitation.
108. Question: Request that you consider extending the proposal due date by at least fifteen business days from the 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 11.
109. Question: Provide Current Union Agreements for drivers and mechanics at Ronald Reagan Washington National Airport.  
Answer: Reference answer to question 1.
110. Question: Provide Current maintenance staffing schedules (both airports)  
Answer: Not relevant to this solicitation.

111. Question: Employee rates of pay and benefits by position, hire dates and number of FT/PT (both airports).  
Answer: Reference answer to question 5.
112. Question: Odometer and engine hour meter readings at 6-month intervals for the most recent 3 years (both airports).  
Answer: Reference Amendment No. Three (0003), Appendix C-3 and C-4.
113. Question: Vehicle maintenance records for the most recent 3 years (both airports).  
Answer: Reference answer to question 14.
114. Question: Life to date component replacement/rebuild dates and mileage for engines, transmissions, differentials, air compressors and HVAC systems (both airports)  
Answer: Reference Amendment No. Three (0003), Appendix C-2a.
115. Question: Specific information on engine repairs for all vehicles at IAD similar to information provide for vehicles at DCA.  
Answer: Refer to Dulles RFP.
116. Question: Tire and brake expenditures for most recent 3 years  
Answer: Reference answer to question 14.
117. Question: Fuel usage by vehicle for the most recent 3 years (both airports).  
Answer: Reference Amendment No. Three (0003), Appendix C-5.
118. Question: List of buses that are considered permanently out of service.  
Answer: None.
119. Question: Page VII-20& 21, Sec. 49 indicates Contractor must accept all Authority-provided property as is. Would that apply to the buses provided?  
Answer: Yes.
120. Question: What if the buses or other property provided need major repairs- would the Authority pay the cost?  
Answer: Reference answer to question 8.
121. 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: Refer to Statement of Work, Appendix D-1, Premises Maintenance Matrix.

122. 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 pick-up and drop-off is considered dwell time.
123. Question: Does the Authority currently have any new buses on order and/or plans to order new buses?
- Answer: Reference answer to question 22.
124. Question: Do mechanics need a CDL with endorsement if they only drive buses for testing with no passengers on board?
- Answer: Yes, as do mechanic helpers.
125. Question: Do the tow trucks provided at DCA have appropriate capacity to tow the buses?
- Answer: Reference answer to question 2.
126. Question: Will Operator be required to provide insurance for vehicles that are out of service for an extended period?
- Answer: Reference answer to question 104.
127. Question: If a new Operator hires existing drivers, will drivers be required to complete the background check/attain a new badge?
- Answer: Yes, all contractors must comply with Attachment III, Airport Bulletins, Washington National Airport Identification Badge Requirements.
128. 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 Authority?
- Answer: No.
129. Question: Will all drivers be required to be trained and have badges for AOA driving?
- Answer: No.
130. Question: Or may the operator designate a limited number of drivers for AOA driving, in advance of any special events?
- Answer: N/A.
131. Question: Can 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.

132. Question: Is the maintenance record keeping software in place?  
Answer: Yes.
133. Question: How many mechanics are currently employed at each location?  
Answer: Reference answer to question 50.
134. Question: Who decides if the amount of repairs exceeds the value of the unit?  
Answer: Reference answer to question 104.
135. Question: Which workers are Union members at DCA?  
Answer: Reference answer to question 3.
136. Question: Can we get current maintenance records for the units?  
Answer: Reference answer to question 14.
137. 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 Amendment No. Three (0003), Appendix C-2a.
138. Question: Can we get an average cost per vehicle per year?  
Answer: Reference answer to question 14.
139. Question: Who pays for accident damage (major or minor)?  
Answer: Reference answer to question 104.
140. Question: Whose insurance is covering the vehicles?  
Answer: Reference answer to question 104.
141. Question: Is cosmetic damage covered in the contract i.e. a torn seat?  
Answer: Reference answer to question 104.
142. Question: Does the current inventory of parts have to be bought by contractor?  
Answer: Reference answer to question 79.
143. Question: Can an itemized list, with part numbers, of stock and non stock parts be obtained?  
Answer: Reference answer to question 25.
144. Question: Who pays for identity change on vehicles?  
Answer: Contractor.

145. Question: Where do service bulletins and warranty recalls get sent? How do they get to shop manager?  
Answer: The Authority receives all correspondence on the vehicles and are forwarded to the Contractor.
146. Question: Can aftermarket parts be used?  
Answer: Yes.
147. Question: Who supplies the engine oil or any other fluids?  
Answer: With the exception of diesel fuel, the Contractor purchases all fluids necessary for vehicle maintenance.
148. Question: Based on the size of the contract, can the Performance Bond be decreased to 20%?  
Answer: Reference answer to question 91.
149. Question: What is the current pay and benefit structure for the drivers and mechanics?  
Answer: Reference answer to question 5.
150. 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 11.
151. Question: Define certified financial statements? Does this apply to the subs? Also, will company supplied financials suffice?  
Answer: See response to question 31 concerning the financial statements referenced in the evaluation criteria.. This does not apply to sub contractors.
152. Question: It was mentioned in the RFP no employee parking is provided. Where do the employees park and at what cost?  
Answer: Employee parking is provided. Reference Amendment No. Three (0003), Appendix G.
153. Question: Will we be able to have access to drive the routes to confirm headways?  
Answer: Any routes open to the public can be driven, otherwise you can arrange for a representative to ride a bus to confirm routes.
154. Question: What is the award date?  
Answer: Reference answer to question 65.
155. Question: What is the start date?  
Answer: Reference answer to question 65.

156. Question: What area does the contract have to cover for snow removal and ground maintenance?  
Answer: Contractor is responsible for snow removal at assigned facilities. Reference Statement of Work, Appendix D for the Premises Maintenance Matrix.
157. Question: Who is performing the warranty work on the vehicles?  
Answer: Reference answer to question 105.
158. Question: Can we make the site for state inspections and who pays for the cost?  
Answer: Reference answer to question 103.
159. Question: Can the due date be extended by three weeks in order to submit a comprehensive, accurate proposal.  
Answer: Reference answer to question 11.
160. Question: Who pays for the placards and decals on the vehicles when they need changing?  
Answer: Reference answer to question 144.
161. Question: After completion of first month of service and submission of invoice, what is the turn around for payment?  
Answer: The Airports Authority strives to process invoices within 30 calendar days from the date a proper invoice is received in accordance with Section VII – Provision 14, Billing Instructions.
162. Question: Are the vehicles currently insured by the concessions contractor or MWAA? Who is the current insurer?  
Answer: The Airports Authority currently provides liability insurance, only, through ACE.
163. Question: Considering the required high percentage participation level for LDBEs and the encouraged level for MWBE participation in this contract, would MWAA consider extending the due date for the RFP?  
Answer: Reference answer to question 11.
164. Question: Price Schedule please explain what is meant by Note: Offerors must provide unit prices for all above items.  
Answer: Offeror must include unit price (per Service Hour) for all years as noted on the Price Schedule.
165. 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.
166. Question: Performance Bond is the bond requirement 100% of the first year contract price?  
Answer: Reference answer to question 91.

167. Question: Would the Authority consider reducing the bond to two (2) months of Operating Expenses? 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 91.
168. Question: Employee Parking where will employees park, and what is the price per month?
- Answer: Reference answer to question 152.
169. Question: Section VII-2 (08) Do the working hours impact service or are we to schedule service 24/7?
- Answer: Reference answer to question 67.
170. 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.
171. 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.
172. 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.
173. 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.
174. 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.
175. 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.

176. Question: Will MWAA provide on-site storage area or should the cost of a storage facility be included in the billable hourly rate?
- Answer: The Authority will not provide any storage, other than what is included in the assigned facilities.
177. 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 8.
178. Question: Pg. 3 (E) Exactly what equipment must be maintained at the Employee Parking Lots?
- Answer: N/A, Dulles question.
179. 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 Authority is responsible for the fuel tanks.
180. Question: Appendix C-4 Shall we prepare for all 47 buses to be in service?
- Answer: N/A, Dulles question.
181. Question: National Airport- Request for Proposals (RFP) Section V-6, 20- Would the Airports Authority consider decreasing the Performance Bond requirement from 100%?
- Answer: Reference answer to question 91.
182. Question: National 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. In the cases where additions or decreases exceed 15% 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.
183. Question: National Airport-SOW- page 2, (I)(D)- What if the request for Special On-Airport Tours and Charters exceeds 70 requests per year, or 280 hours?
- Answer: If 15% is exceeded, the Contract will be modified to address additional hours as needed.
184. Question: National Airport- SOW- page 3, (I)(F)): Will the Contractor be provided the existing radio system to use to dispatch?
- Answer: Yes.

185. Question: National Airport- Statement of Work (SOW) - page 3, (I)(F): Are all buses equipped with Next-Shuttle by Bridge Technology bus tracking system?
- Answer: Yes.
186. Question: National Airport- SOW- page 3, (I)(G): Who is responsible for paying for the bus markings?
- Answer: Reference answer to question 144.
187. Question: National Airport- SOW- page 5, (K)(3)(b): Please clarify number of trips made each day by each bus. Should this be a monthly, rather than a daily, number?
- Answer: Schedule should be by day, with a monthly total.
188. Question: National Airport- SOW- page 5, (K)(3)(c): Please clarify bus miles driven on each route. Should this be a monthly, rather than a daily, number?
- Answer: Reference answer to question 187.
189. Question: National Airport- SOW- page 5, (K)(3)(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.
190. Question: National Airport- SOW, page 7 (IV): Will the Contractor be provided the Airports TMT system to use to track vehicle maintenance and repairs?
- Answer: Reference answer to question 17.
191. Question: National Airport- SOW- page 8, (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 fuel tanks were replaced in 2006.
192. Question: National Airport- SOW- page 8, (IV)(F): The fuel management system maintenance responsibility is defined for Dulles, but not defined for National. Please define who will be responsible.
- Answer: The Authority is responsible for the fuel management system.
193. Question: Please provide a copy of the current Collective Bargaining Agreement between the current operator and the representing union.
- Answer: Reference answer to question 1.
194. Question: Please provide current rates of pay for all employees by employee category.
- Answer: Reference answer to question 50.
195. Question: Please provide a copy of the most recent seniority list.
- Answer: Reference answer to question 50.

196. Question: Please provide a list of those employees that are currently accepting health insurance by category. I.e., the number of employees that are currently enrolled in single, single + 1 and family coverage.
- Answer: Not relevant to this solicitation.
197. Question: Is the health insurance currently offered to the employees provided by the union or the operator? Can MWAA provide the cost by group (employee, employee + 1 and family)?
- Answer: Not relevant to this solicitation.
198. Question: Will MWAA provide a 3-year service history for all vehicles provided to the operator as well as a 3-year history for all other operating expenses at National Airport?
- Answer: Reference answer to question 14 for vehicle expenses. No, other operating expenses are not relevant to this solicitation.
199. Question: During the pre-proposal meeting, MWAA stated that the intended award date for the shuttle contracts is to be mid-November. What is MWAA intended start date of the contract?
- Answer: Reference answer to question 65.
200. Question: SOW, Page 9, Para V Will MWAA provide a 3-year history of any liquidated damages levied against the operator at National Airport?
- Answer: N/A, none.
201. Question: Is there a wage requirement for union employees?
- Answer: Reference answer to question 1.
202. Question: Is there a calculation that could be used to determine the daily service hour rate?
- Answer: No.
203. Question: Could the 100% performance bond requirement be reduced or waived for local and small firms?
- Answer: Reference answer to question 91.