

## NOTICE FOR REQUEST FOR PROPOSAL

All proposals shall be submitted through the City of El Monte City Clerk's Office at 11333 Valley Blvd, El Monte CA 91731 by **4:00 pm Pacific Time (PT) on or before November 23, 2021** for the project listed below. The Request for Proposal (RFP) can be found on the electronic bid management system (PlanetBids) at <https://pbsystem.planetbids.com/portal/43375/bo/bo-detail/87478>. A proposal submitted after the time set shall not be considered. Proposers are required to submit all items listed in the Request for Proposal, including acknowledgement of all addendums.

### Transit and Paratransit/Dial-A-Ride Operations – 2022

The City of El Monte (hereinafter referred to as "the City") is soliciting proposals from qualified firms to provide transportation services. All proposals shall be for the complete management, maintenance and the operation of Fixed Route Transit (FRT) and Paratransit/Dial-A-Ride (DAR) services. The City reserves the right to award separate contracts for the operation of fixed route transit services and Dial-A-Ride services.

This Request for Proposal (RFP) is soliciting separate cost proposals for fixed route transit and paratransit/Dial-A-Ride services for a period of five (5) years, with three (3) one-year options to extend. Starting on the first day of the Agreement Term, the awarded Contractor shall provide safe, efficient and economical bus service according to the fixed route maps and schedules published and approved by the City. The Contractor shall also provide safe, efficient and economical paratransit Dial-A-Ride service for El Monte's elderly and disabled passengers. The Contractor shall begin operation services on July 1, 2022.

Proposers may respond to this RFP either one of the following two ways:

1. Proposals submitted by one Proposer to provide fixed route transit and/or paratransit services within their company; or
2. Proposals submitted by partnerships between multiple Proposers to jointly provide the fixed route transit and paratransit services. Under this scenario, there will be only one prime Contractor with Subcontractor(s) providing a portion of the work.

Proposal package documents may be reviewed and obtained by prospective bidders by going on Planet Bids at <https://pbsystem.planetbids.com/portal/43375/bo/bo-detail/87478>.

<u>Event</u>	<u>Date</u>
RFP Issued	October 7, 2021
Non-Mandatory Virtual/Online Pre-Proposal Conference	1:30 PM, Thursday, October 28, 2021
Deadline for submitting written questions	2:00 PM, Monday, November 1, 2021
Response/Issuance of Addendum	5:00 PM, Tuesday, November 9, 2021
<b>Proposals Due [Note: Non-public opening]</b>	<b>4:00 PM, Tuesday, November 23, 2021</b>
Interviews (if necessary)	TBD
Date for recommendation to City Council for award	TBD (01/18/22 or 02/01/22)
Contract Begins	July 1, 2022

Submittal: To be accepted and considered, proposals shall be submitted in three-ring binders and contain one (1) unbound original, four (4) copies, and one PDF copy on a flash drive of the completed proposal which must be enclosed in a sealed package and addressed as stated on the

cover sheet. The outside of the submittal package must be clearly marked: "PROPOSAL FOR THE CITY OF EL MONTE FIXED ROUTE AND PARATRANSIT SERVICES CONTRACT 2022"

All Proposals must be received no later than 4:00 PM, PT on Tuesday, November 23, 2021. Proposals received after this deadline will not be considered.

Addressed to:

City Clerk  
City of El Monte  
11333 Valley Blvd.  
El Monte, CA 91731  
Attn: Sarah Zadok, Transportation Operations Manager

All questions and/or requests for clarification during the solicitation phase of this RFP project shall be submitted in writing via Planet Bids. To allow the City of El Monte adequate time to respond to an inquiry, all questions and/or requests for clarification concerning this Solicitation should be received no later than 2:00 pm (PT), Monday, November 1, 2021. No telephone calls or questions submitted through any other means will be responded to. City of El Monte's written response to questions and requests for clarification shall be posted at [www.planetbids.com](http://www.planetbids.com) no later than 5:00 pm (PT) on Tuesday, November 9, 2021.