

## Questions and Answers

### **Berrien Countywide Transit Service Integration Plan RFP No. 2016-1**

The following answers are in response to questions submitted by prospective Proposers for the Development of the Berrien Countywide Transit Service Integration Plan RFP No. 2016-1. This document provides the written responses to all questions that were received by the Southwest Michigan Planning Commission by March 23, 2016.

**QUESTION 1: Is there any more detailed ridership available for the four systems beyond the annual one-way passenger trip totals?**

**ANSWER:** *Yes, there are more detailed ridership reports for each of the four systems once the contract is awarded. Reports are in the following formats:*

**Twin Cities Area Transportation Authority:** *Hand written driver logs and monthly reports.*

*(See example here: [http://www.mywaythere.org/downloads/october\\_meeting\\_2015\\_board\\_packet.pdf](http://www.mywaythere.org/downloads/october_meeting_2015_board_packet.pdf))*

**Niles Dial a Ride:** *Utilizes PC Trans to collect rider data. They also have utilize handwritten driver logs*

**Berrien Bus & Buchanan DAR:** *Utilizes web based FlexiRoute to generate ridership reports:*

*<http://www.flexiroute.net/>*

**QUESTION 2: Is the Michigan Public facts vehicle inventory the most up to date inventory of vehicle fleet for the four operators?**

**ANSWER 2:** *The most current data is available on page 43 of the RFP or at this link:*

*[http://www.swmpc.org/downloads/region\\_five\\_year\\_overview\\_transit\\_performance\\_measures.pdf](http://www.swmpc.org/downloads/region_five_year_overview_transit_performance_measures.pdf)*

**Question 3: Is the former 5317 funding source (now 5310) being contemplated by the State as eligible for operating subsidy as opposed to the currently funded mobility manager position?**

**ANSWER 3:** *The state has not informed us yet.*

**QUESTION 4: What type of automated software (if any) is used by each of the four systems for the development of advanced reservation (demand) service driver manifests?**

**ANSWER 4:**

**Twin Cities Area Transportation Authority:** *<http://www.pctrans.com/> (Just purchased- Not implemented)*

**Niles Dial a Ride: Utilizing PC Trans Software:** *<http://www.pctrans.com/>*

**Berrien Bus & Buchanan DAR: Utilizing web based FlexiRoute:** *<http://www.flexiroute.net/>*

**QUESTION 5: Will the description of facilities requested in Task 7 require engineering plans or is it limited to concept and estimated budget?**

**ANSWER 5:** *Limited to concept and an estimated budget.*

**QUESTION 6: Has there been any consolidation efforts between Berrien Bus and Buchanan Dial-a-Ride since 2014?**

**ANSWER 6:** *Buchanan Bus contracts with the County of Berrien (Berrien Bus) to provide service. Berrien Bus then contracts with TMI(A private brokerage service) to provide service.*

**QUESTION 7: Is it envisioned that each of the “up to ten Commission, Committee and focus group meetings would require on-site presence of the consulting team representative?**

**ANSWER 7:** *All of the meetings (Up to 10) would require a team representative*

**QUESTION 8: Has there been any extension of the hours of the TCATA complementary paratransit to match the hours of the Blue and Red routes?**

**ANSWER 8:** *Yes, the complementary paratransit service operates during the same hours as the fixed route services.*

**QUESTION 9: What are the farebox systems used by each of the four systems to facilitate on-board fare collection?**

**ANSWER 9: Niles DAR /TCATA:** *Manual fair box. Money is dropped into a clear box where the driver checks that the right amount has been deposited. Once that is confirmed the driver flips a lever where it drops into a lock box.*

**Berrien Bus/Buchanan DAR/:** *Driver collects fares*

**QUESTION 10: Is there any form of automated passenger counting (APC) associated with either the fare collection or other existing technology for each of the four operating systems?**

**ANSWER 10:** *No there are no APC or fare collection systems associated with any of the current transit systems.*

**QUESTION 11: Does the development of fixed schedules in Task 7 require run-cutting software or is it limited to identifying the peak buses, span of service and headways by time of day?**

**ANSWER 11:** *The service plan is looking for as much detail as possible when it comes to vehicle and driver scheduling.*

**QUESTION 12: To what extent do you want or expect your elected leaders to be involved in this?**

**ANSWER 12:** *We expect extensive involvement with the elected leaders. It will be important for them work alongside their constituents to figure out what service is needed, wanted and worth paying for.*

**QUESTION 13: What is the status with the formation of the governance structure?**

**ANSWER 13:** The following news articles will provide an overview of the status:

**7/2014:**

[http://www.swmpc.org/downloads/one\\_bus\\_system\\_for\\_berrien\\_recommended\\_the\\_herald\\_palladium\\_local\\_news.pdf](http://www.swmpc.org/downloads/one_bus_system_for_berrien_recommended_the_herald_palladium_local_news.pdf)

**12/2014:**

[http://www.swmpc.org/downloads/niles\\_council\\_concerned\\_about\\_plan\\_to\\_combine\\_countys\\_public\\_transit\\_leader\\_publications.pdf](http://www.swmpc.org/downloads/niles_council_concerned_about_plan_to_combine_countys_public_transit_leader_publications.pdf)

**12/2014:**

[http://www.swmpc.org/downloads/turning\\_four\\_into\\_one\\_the\\_herald\\_palladium\\_local\\_news.pdf](http://www.swmpc.org/downloads/turning_four_into_one_the_herald_palladium_local_news.pdf)

**1/2015:**

[http://www.swmpc.org/downloads/berrien\\_county\\_ponder\\_the\\_patchwork.pdf](http://www.swmpc.org/downloads/berrien_county_ponder_the_patchwork.pdf)

**3/2016:**

[http://www.swmpc.org/downloads/talks\\_about\\_countywide\\_busing\\_system\\_ready\\_to\\_roll\\_the\\_herald\\_palladium\\_local\\_news.pdf](http://www.swmpc.org/downloads/talks_about_countywide_busing_system_ready_to_roll_the_herald_palladium_local_news.pdf)

**QUESTION 14: Has there been a discussion on how the current millages in Niles, Buchanan and Benton Harbor would be retired if there was a countywide millage?**

**ANSWER 14:** Yes there has been discussion and more information regarding the millages can be found in the 2014 study document.

[https://www.michigan.gov/documents/mdot/Berrien\\_Transit\\_Study\\_2014\\_484163\\_7.pdf](https://www.michigan.gov/documents/mdot/Berrien_Transit_Study_2014_484163_7.pdf)

**QUESTION 15: Is there a range of budget that you are looking for on this project?**

**Answer 15:** No

**QUESTION 16: Has a transit pass been considered by the four transit agencies to address the multiple fares that people have to pay?**

**ANSWER 16:** No, there has been effort in moving towards transit pass that would be accepted by all agencies. There is a Regional Reduced Fare Card that is used by seniors and persons with disabilities.

**QUESTION 17: What is the transit agencies level of support for this study?**

**ANSWER 17:** There is support from all of the transit agency management on this study. The governance of each of the transit agencies are also in support of the plan.

**QUESTION 18: Is there a DBE goal for the project:**

**ANSWER 18:** No, there is no DBE goal for the project.

**QUESTION 19: For existing fixed-route service, is there ridership data by trip and by stop?**

**ANSWER 19:** Yes, there are paper driver logs by trip and by stop for the existing fixed routes for Twin Cities Transportation Authority and Niles DAR

**QUESTION 20: Have fixed-route riders been recently surveyed regarding origin-destination, trip purpose, demographic info, etc.?**

**ANSWER 20:** Michigan State University will be conducting on board surveys for all four systems in May 2016. The data will be available for use in the planning process.

**QUESTION 21: Is the consultant expected to conduct rider surveys?**

**ANSWER 21:** No, the consultant is not responsible for conducting surveys.

**QUESTION 22: Does this contract require audited rates?**

**ANSWER 22:** The project is Federally funded, so yes subject to audit(s)

**QUESTION 23: Do rates need to be based on raw direct pay rate times overhead?**

**ANSWER 23:** Rates are not required to be raw. A proposer can either have rates inclusive of any profit, overhead, and general conditions, or choose to have separate line items.