

REQUEST FOR Proposals (RFP)

FOR

Transportation Services to Operate and Maintain a Public Transportation System



Yolo County Transportation District
350 Industrial Way, Woodland, CA 95776
(530) 661-0816 | YoloTD.org

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1. Request for Proposals

1.1 Invitation

The Yolo County Transportation District (hereinafter “YoloTD”) is seeking Submittals from qualified firms (‘Proposers or Contractors’) to provide operations and maintenance of its YoloBus fixed route bus service, BeeLine microtransit service, and YoloBus Special ADA paratransit service (‘Services’). YoloTD seeks proposals from qualified firms with strong experience in all aspects of public transit operations and maintenance, including experienced personnel.

Subject to the Board of Directors’ approval, YoloTD intends to award a three-year base term contract, with up to two additional two-year option terms, for Services to the successful Proposer. The initial term shall begin on August 1, 2026 and end on July 31, 2029. The successful Proposer will execute an Agreement for Services. Please refer to Appendix B.

1.2 Procurement Schedule

The procurement process schedule follows:

TENTATIVE Timeline for Procurement (Subject to Change)

YoloTD Board Approves RFP	November 17
RFP Issued	November 21
Pre-Proposal Conference and Facility Tour	January 7
Questions Due	Jan 17
Agency’s Response to Questions	Jan 28
Proposals Due	February 6
Interviews	Week of March 2
Contract Award	April 13
Notice to Proceed	April 18
Contract Start Date	August 1

This schedule is tentative and may be changed by YoloTD at any time.

A Mandatory Pre Proposal Conference and Facility Tour will be held on January 7th 2026 starting at 10 am at YoloTD’s facility located at 350 Industrial Way, Woodland, CA.

Inquiry and Questions

Effective immediately upon release of the Request for Proposal (RFP) and until notice of contract award, all official communications from Proposers regarding the requirements of this RFP shall be directed to Courtney Williams, Senior Planner, at cwilliams@YoloTD.org

2. Introduction

2.1 About YoloTD

The Yolo County Transportation District (YoloTD) is a public agency responsible for providing and coordinating transportation services within Yolo County, California. It aims to enhance mobility,

improve air quality, and support the region's economic vitality by offering a variety of transit options, including local and regional bus services, paratransit, and connections to neighboring transit systems. YoloTD strives to meet the transportation needs of its diverse population, including residents, commuters, and visitors, while fostering sustainability through environmentally friendly practices and ongoing community engagement. The district collaborates with other local and regional transportation organizations to improve accessibility, convenience, and efficiency for all travelers in the region.

Yolo County lies between the Bay Area and Sacramento. Much of the County is agricultural land which produces a variety of fruit, seed, grain, and nut crops. Three highways connect the three major cities in Yolo County: I-5 between West Sacramento and Woodland, SR-113 between Woodland and Davis, and I-80 between Davis and West Sacramento.

Each city is unique with its own role within the community. The City of Davis is a major college town with its own transportation system, Unitrans, which serves the university and surrounding neighborhoods. West Sacramento is on the eastern edge of the County and is located across the Sacramento River from downtown Sacramento. This community is primarily mixed industrial and suburban, and is home to Sutter Health Park, currently the temporary home of the Athletics major league baseball franchise. The City of Woodland is suburban and has expanded from an agricultural community to a bedroom community for Davis and Sacramento. The rest of the county is very rural with a few small towns and cities dotted along the key highways including Winters, Knights Landing, and Esparto. I-505 connects Dunnigan and Winters to Vacaville in Solano County, a key connection to destinations outside of Yolo County.

2.2 YoloTD Services

YoloTD operates both fixed-route bus service and two demand response services: the Yolobus Special and Yolobus BeeLine.

Fixed Route: Yolobus fixed route service is composed of 13 bus routes that fall into three service tiers.

- Local: Six bus routes provide local service within two cities: Routes 37, 40, 41, and 240 serve West Sacramento while Routes 211 and 212 serve Woodland.
- Intercity: Three routes provide all day service between cities in Yolo County: Route 138 (aka Causeway Connection) provides service between UC Davis and the UC Davis Medical Center in Sacramento, Route 42 A/B provides service between Woodland, Davis, West Sacramento, Sacramento and the Sacramento Airport, and Route 215 provides service between Woodland the Cache Creek Casino Resort.
- Express: Five express Yolobus routes provide peak hour service. Routes 43, 43R, 44 and 230 provide service between Davis and Sacramento, and Route 45 provides service between Woodland and Sacramento.

Demand Response: YoloTD also operates two demand response services: Yolobus Special, the ADA paratransit service complementing Yolobus fixed-route service and the BeeLine, YoloTD's microtransit service.

Yolobus Special: The ADA paratransit service for Yolobus fixed route service. Service is provided within a ¾ mile of Yolobus fixed route service and to select medical destinations in Sacramento and Vacaville. Service is requested by phone and must be reserved at least one day or up to seven days in advance; there is limited ability to service same-day reservations as capacity allows.

BeeLine: YoloTD's microtransit serves four different communities in Yolo County. Trips are booked on demand as needed using either the BeeLine by Yolobus smartphone app or by calling a phone number. Passengers select their pickup and drop-off points at designated stops in each service area and then select when they want to ride. Service is provided in:

- Winters: within Winters and to selected stops in Davis and Vacaville
- Woodland: within Woodland to and from designated stops
- Yolo: within Yolo and to and from Woodland
- Knights Landing: from Knights Landing to and from Woodland and within Knights Landing

The map below illustrates YoloTD's services by geography. Tables 1.2b and 1.2c shows the gate-to-gate hours and miles of fixed route service, and hours of microtransit service.

YoloTD is currently in the process of finalizing a short range transit plan, as described in Section 1 of the scope of work. Significant changes to existing fixed route service and some limited reductions in microtransit service are envisioned. These will be implemented in phases over the duration of this contract, beginning in November 2026. All SRTP implementation will be conducted in close coordination with the Contractor, as detailed in Section 1 of the Scope of Work.

TABLE 1.2B. FIXED-ROUTE SERVICE HOURS AND MILES

Route	Operating Days	Budgeted FY 24-25			Adopted FY 25-26			Change	
		Trips	Hours	Miles	Trips	Hours	Miles	Hours	Miles
42A	MON-FRI	54	44,303	1,106,888	54	44,445	1,041,535	0%	-6%
42B	SAT-SUN								
37	MON-FRI	13	3,911	51,435	13	3,911	58,330	0%	13%
	SAT-SUN	0			0				
40	MON-FRI	17	5,487	63,884	17	5,529	62,373	1%	-2%
	SAT	11			11				
	SUN	9			9				
41	MON-FRI	14	3,347	37,951	14	3,640	41,586	9%	10%
	SAT	0			0				
	SUN	0			0				
240	MON-FRI	14	4,899	54,487	14	4,949	57,219	1%	-2%
	SAT	12			12				
	SUN	10			10				
45	MON-FRI (AM Trip)	1	837	23,095	1	837	23,720	0%	3%
	MON-FRI (PM Trip)	1			1				
211	MON-FRI	15	5,144	68,036	15	5,144	66,616	0%	-2%
	SAT	12			12				
	SUN	11			11				
212	MON-FRI	14	4,988	77,833	14	4,902	65,175	-2%	-16%
	SAT	14			12				
	SUN	11			11				
215	MON-SUN (Westbound)	12	10,135	253,383	12	8,614	255,055	-15%	1%
	MON-SUN (Eastbound)	12			12				
43	MON-FRI (AM Trip)	3	3,366	73,428	3	3,025	74,673	-10%	2%
	MON-FRI (PM Trip)	3			3				
43R	MON-FRI (AM Trip)	1			1				
	MON-FRI (PM Trip)	1			1				
44	MON-FRI (AM Trip)	3	2,784	57,062	3	3,095	70,812	11%	24%
	MON-FRI (PM Trip)	3			3				
230	MON-FRI (AM Trip)	3	3,135	67,225	3	2,809	70,835	-10%	5%
	MON-FRI (PM Trip)	3			3				
138	MON-FRI	14	4,355	96,695	14	4,355	100,541	0%	4%
Total		291	96,690	2,035,402	289	95,253	1,988,468	-1%	-2%

TABLE 1.2C. DEMAND RESPONSE - MICROTRANSIT (BEELINE) SERVICE HOURS

Jurisdiction	Operating Days	Operating Times	Budgeted FY24-25		Adopted FY25-26		Change	
			Vehicles	Hours	Vehicles	Hours	Vehicles	Hours
Woodland	Mon - Thur	7:00am-7:00pm	4	18,999	4	18,626	0	(374)
	Fri	7:00am-11:00pm						
	Sat	9:00am-11:00pm						
	Sun	8:00am-7:00pm						
Winters	Mon - Fri	7:00am-7:00pm	2	6,951	2	5,696	0	(1,255)
	Mon - Fri	7:00am-11:00am						
	Mon - Fri	3:00pm-6:00pm						
	Sat	7:00am-7:00pm						
	Sun	No Service						
Knights Landing	Mon - Fri	7:00am-7:00pm	2	6,423	1	3,913	(1)	(2,510)
	Sat	No Service						
	Sun	7:00am-7:00pm						
Total		251 Weekdays 52 Saturdays 62 Sundays/Holidays	8	32,373	7	28,234	(1)	(4,138)

2.3 Description of Fleet

YoloTD currently has a total fleet of 80 vehicles. The fleet includes:

Fixed Route vehicles

- 16 Orion city buses (40' CNG, 2008)
- 25 Gillig city buses (40' CNG, 2016, 2018, 2019 & 2025)
- 5 MCI over the road coaches (45', diesel, 2010)
- 6 Proterra city buses (40', battery electric, 2019, all currently non-operational)

Paratransit Vehicles

- 9 El Dorado Aero cutaway vehicles (diesel, 2016)
- 3 Glaval cutaway vehicles (gasoline, 2019)

Microtransit Vehicles

- 4 Ford Transit vans (gasoline, 2023)
- 4 Dodge Promaster vans with wheelchair lifts, (gasoline, 2023)

Maintenance/Support Vehicles:

- 2 service trucks (gasoline, 2012, 2022)
- 1 Kbar Utility Equipment (2011)
- 2 Ford escapes (gasoline, 2016)
- 1 GEM electric shop vehicle (Electric, 2014, non operational)
- 1 Toyota Sienna van (gasoline, 2020)
- 1 Dodge Ram cargo van (gasoline, 2014)

2.4 Description of Facilities Maintained by Agency

YoloTD owns a Operations, Maintenance and Customer Service facility located at 350 Industrial Way Woodland, CA 95776

Additionally, YoloTD leases a satellite bus yard located at:
540 Harbor Blvd. West Sacramento, CA

A description of both facilities and the equipment therein can be found in the Scope of Work.

Additionally, YoloTD owns some bus shelters and signage within its service area, while other bus shelters are owned and maintained by other transit providers (eg Unitrans and Sacramento Regional Transit) and jurisdictions.

3. Proposal Requirements

To facilitate Proposer's preparation of its proposal and YoloTD's review of same, all proposals must have a consistent font size (12 point) and standard margins. Page limits apply to certain sections where noted. For sections where there is no specified page limit on proposals, extraneous materials that do not directly pertain to the requirements of this RFP are not desired.

To further enhance comparability and facilitate evaluation, all Proposals must be organized as follows:

1. Letter of Interest, Offer and Acceptance (*2 page maximum*)
2. Qualifications and Experience of the Firm
3. Thoroughness and Comprehensiveness of the Proposer's Understanding and Approach to the Project
4. Qualifications and Competence of Key Personnel
5. Clarity and Reasonableness of Price Proposal
6. Retention and Recruitment of Qualified Workforce
7. Creative/Innovative Solutions for Maximizing Service and Efficiency
8. FTA Certifications

More details about each section of the proposal requirements are below.

3.1 Letter of Interest, Offer and Acceptance

The Letter of Interest, Offer and Acceptance (*2 page maximum*) must be on company letterhead and signed by an authorized individual. It must introduce the firm and summarize its qualifications; identify its proposed key personnel to be assigned to this Agreement, and summarize the main qualifications of the proposed key personnel.

Proposers must also indicate that they are prepared to sign the Sample Agreement provided in Appendix B to this RFP (or should specifically identify any requested changes to the Agreement, preferably as a redlined version of Appendix B that is included as an attachment); and must clearly state that they are able to meet the insurance requirements as set forth in Appendix E, Insurance Requirements.

Proposers must also state in writing that they agree to be bound by their proposal for 210 days from the proposal due date. Proposers must also confirm that they have no impermissible conflicts of interest. If the Proposer is a joint venture, an executed copy of the Joint Venture Agreement must be included with the proposal. The specific areas of

responsibility (including administrative, technical, and financial) for each member of the Joint Venture must be outlined.

3.2. Qualifications & Experience of the Firm

Proposers shall provide a clear, concise explanation of the proposer's qualifications and capability to satisfy the requirements of this RFP and the Contract for Fixed Route, Complementary Paratransit, and Microtransit Services with information, including but not limited to information relating to demonstrated competence and experience, financial resources, position hierarchy and position list, and general business strength and stability as well as other information as specified required in this RFP.

This should include:

- a. Provide a brief profile of the firm, including its principal line of business, the year founded, form of organization (corporation, partnership, and sole proprietorship), number and location of offices, licenses held, number of employees.
- b. Provide a general description of the firm's financial condition. Identify any conditions (e.g. bankruptcy, pending litigation, planned office closures, impending merger) that may impede the firm's ability to complete the project.
- c. Provide audited financial statements for the most recent three (3) years.
- d. Describe the firm's experience in providing similar services to that solicited in this RFP, and highlight the participation in such work by the key personnel proposed for assignment to this project.
- e. Describe the capabilities of your firm's centralized technical and advisory staff. Highlight the firm's capabilities in the area of labor relations and collective bargaining. Provide an outline of services that would be available for the System.
- f. Identify subcontractors, if any, by company name, address, contact person, and telephone number and project function. Provide the same information for each subcontractors as requested above, and describe any experience working with each subcontractor.
- g. In addition, for each reference cited as related experience, furnish the current name, title, address, email address and telephone number of the person(s) at the client organization who is most knowledgeable about the work performed. The PROPOSER may also supply references from other work not cited in this section as related experience. Listing of references shall include a detailed description of the work performed for the client referenced. PROPOSER must provide, as a minimum, five (5) references, but no more than ten (10).
- h. For references cited as related experience, provide quantifiable performance metrics including, but not limited to, on-time performance, safety, maintenance and workforce recruitment/retention.
- i. List each of the transit systems managed and/or operated by the firm that have been discontinued over the past five years. Please explain why each of the contracts was discontinued.
- j. Provide a summary of experience with activities in the following areas for a minimum of three properties you have managed:
 - Facility management and maintenance;
 - labor relations and contract negotiations;
 - National Transit Database (NTD) reporting;
 - Knowledge of federal regulations and guidelines used by FTA;
 - Computerized inventory and MIS systems;
 - ADA familiarity and experience;
 - Communications systems;
 - Meeting safety & security requirements relative to 49 CFR Part 655;
 - FTA Procurements
 - Vehicle preventative maintenance program
 - Facilities preventative maintenance program

3.3. Thoroughness and Comprehensiveness of the Proposer's Understanding and Approach to the Project

- a. Proposers shall provide an explanation of how they will successfully perform the desired services and meet the unique needs and challenges of YoloTD's operation including:
- b. Outline your firm's approach to the work identified in Appendix A, and describe how this approach will meet YoloTD's needs, address challenges and capitalize on opportunities for improvement.
- c. Provide an organization chart showing the proposed team composition.
- d. Identify any and all of the services listed in Appendix A, Scope of Services for which Proposer intends to subcontract, including the intended subcontractor's name, location, key personnel, and their qualifications.
- e. For the Transition and Start-Up Phase, list the key steps and describe the approach associated with each.
- f. Include all the necessary safety and security certifications and requirements, hiring and training staff, providing tools and supplies not provided by YoloTD, Quality Assurance and Quality Control (QA/QC), approach to reporting requirements, coordination with YoloTD and third parties, and all other essential areas.
- g. Provide drafts of the following plans:
 - Transition and startup plan,
 - Maintenance Plan,
 - Operations Plan for Fixed Route, Microtransit and ADA Paratransit,
 - System Safety Plan,
 - Emergency Response Plan,
 - Communications Plan,
 - And a list all other Plans required to operate the system.
- h. Examples of some or all of these plans from other operating properties, with the permission of such properties, may be provided instead with a general description of how such examples would apply or would need to be modified for YoloTD.
- i. Provide other documentation, examples, narratives, or other descriptions of the key factors to a successful implementation and on-going service for YoloTD services.

3.4 Statement of Qualifications and Competence of Key Personnel

Proposers shall provide a statement summarizing the qualifications and competence of key personnel. Six key positions are of specific concern to YoloTD and are considered Key Personnel:

- General Manager
- Operations Manager
- Safety Manager
- Training Manager
- Fleet and Facilities Maintenance Manager
- Human Resources Manager

This information must include sufficient evidence satisfactory to demonstrate that proposed Key Personnel have the skills, qualifications, and experience to successfully complete the Services as further described herein and in Appendix A, Scope of Work.

- a. Proposers must describe the depth and quality of previous experience and number of years providing similar services for all proposed Key Personnel.
- b. Each Proposer must submit resumes of Key Personnel and an organization chart that identifies the proposed team's structure and reporting responsibilities. If the Proposer is a multi-firm team, describe the organizational arrangement and roles and responsibilities between the firms. Work that subcontractors will perform, if any, should be indicated on a task basis.
- c. Provide three (3) references, with complete contact information including email address, of current or past clients for which the proposed General Manager has managed passenger transit services.
- d. Provide at least one (1) but no more than three (3) references, with complete contact information of current or past clients for which the proposed Operations, Human Resource, Training and Maintenance Manager(s) has/have managed or assisted in the management of passenger transit services.
- e. Describe the experience and capabilities of the proposed Safety Manager, and provide at least two (2) references, with complete contact information including email address, of past clients for which the person provided similar services.

Proposers must not submit managers for consideration unless these individuals are expected to be available for the entire contract period on a full-time basis. These individuals must also be available for interviews during the selection process. Also, these individuals shall perform no other work during the contract's period of performance, and thus solely work on this contract. YoloTD reserves the right to reject management candidates for the positions listed above without nullifying a Proposer's proposal.

If the Proposer desires any modifications to the management structure described in this section, the Proposer must clearly describe the proposed modifications in its proposal and the Cost Proposal Form(s).

3.5. Clarity and Reasonableness of Price Proposal

Proposer should complete all required cells on all tabs in the attached price proposal template spreadsheet (Appendix D). The Proposer may also provide a price proposal narrative to accompany the spreadsheet.

3.6. Retention and Recruitment of Qualified Workforce

As required by California Labor Code Section 1072, describe whether your firm will rehire all existing employees for no less than 90 days.

The Draft Collective Bargaining Agreement for YoloTD is attached as Appendix F. The Proposer should describe specific aspects of the Collective Bargaining Agreement which Proposer intends to significantly change, through negotiations, if any.

Please describe any incentive, motivational, or awards programs Proposer intends to implement to enhance workforce recruitment and retention.

Provide a minimum of 2 samples of a transition to a transit contract with an existing workforce.

3.7 Creative/Innovative Solutions for Maximizing Service and Efficiency

Describe how your firm would propose to reduce costs, improve efficiencies, and provide quality system operation while maintaining current service levels and operate within adopted budgetary limitations.

Describe creative/innovative methods for achieving these efficiencies while delivering high-quality and potentially enhanced services.

Provide examples of how the Firm has brought innovation in the following areas specifically, and any other areas as appropriate:

- Technology Innovation
- Industry Best Practices
- Team Communication

4. Procurement Process

4.1 Submission of Proposals

Proposals shall be sent electronically to Courtney Williams, Senior Planner, at cwilliams@YoloTD.org before the submission deadline. The YoloTD email system does not accept attachments larger than 10 MB. If your Proposal is near this size or greater, please provide link to a shared drive where they can be downloaded:

Transportation Services to Implement, Operate and Maintain a Public Transportation System
Yolo County Transportation District
Attn: Courtney Williams, Senior Planner
350 Industrial Way
Woodland, CA 95776

Note: YoloTD staff work hybrid schedules. Please send inquiries via e-mail.

4.2 Questions, Clarifications and Addenda

All Questions and/or Requests for Clarification must be submitted in writing to Courtney Williams, Senior Planner, at cwilliams@YoloTD.org. YoloTD's written response to Questions and/or Requests for Clarification will be posted on our website. Please refer to the solicitation timeline in this RFP for date and time deadlines.

YoloTD reserves the right to amend this RFP at any time. Any amendments to or interpretations of the RFP will be described in written addenda. It is the Proposers' responsibility to monitor YoloTD's website on a regular basis. Only signed addenda, issued by YoloTD's authorized personnel, are binding. Proposers are required to acknowledge receipt of all addenda, if any, during the submission of their proposals.

Failure of any prospective Proposer to receive the notification or addenda does not relieve the Proposer from any obligation under the RFP as clarified, interpreted or modified. All addenda issued must become part of the RFP. Proposers must acknowledge the receipt of each individual addendum in their proposals. Proposer's failure to acknowledge in its proposal receipt of addenda may, at YoloTD's sole option, cause the proposal to be rejected.

If YoloTD determines that the addenda may require significant changes in the preparation of proposals, the deadline for submitting the proposals may be postponed by the number of days that YoloTD determines will allow Proposers sufficient time to revise their proposals. Any new due date will be included in the addenda.

4.3 Cost of Proposal Development

The cost of proposal development will be the sole responsibility of the Proposer and will not be the responsibility of YoloTD.

4.4 Amendment and/or Postponement

YoloTD reserves the right to postpone, for its own convenience, the deadline for receiving Submittals. Further, YoloTD reserves the right to unilaterally revise or amend the scope of work up to the time set for receiving Submittals. Such revisions and amendments, if any, shall be announced by addenda to this solicitation. Copies of such addenda shall be furnished to all prospective Proposers and a copy will be posted on YoloTD's website. The deadline for Submittals shall be at least five (5) working days after the last addendum and the addendum shall include an announcement of the new date, if applicable, for Proposals. Proposers are requested to acknowledge receipt of all addendums as part of the Proposals. Failure to acknowledge an addendum will not automatically disqualify a Proposer, but failure to address any changes in the Proposal may lead to a lower score than would otherwise be the case. Any Proposers whose Proposal has already been sent to YoloTD when the decision to postpone is made will be afforded the opportunity to revise or withdraw their Proposal.

4.5 Evaluation and Selection Process

Responsiveness

For Proposers to be considered for the Contract, Proposals must be responsive to the RFP, and YoloTD must be able to determine that the Proposers can perform the Contract satisfactorily. Responsive Proposals are those complying in all material aspects of the solicitation. Proposers may, at any time after the submission of the Proposals, be requested to submit further written evidence verifying that the firm(s) meets the criteria necessary to be determined a responsible Proposers. Refusal to provide requested information may result in the Proposers being declared nonresponsive and disqualified.

Proposers are expected to agree with the terms contained or referenced herein. Proposers should therefore not make any changes to these terms, nor restate any provisions in their Proposal or supporting material. However, if the Proposers has any specific exceptions, such exceptions should be set forth in a separate letter included with its response to the RFP. YoloTD is under no obligation to entertain or accept any such specific exceptions.

YoloTD will accept Proposals that offer exceptions to YoloTD's general terms and conditions. YoloTD may negotiate such exceptions with Proposers that fall within the overall competitive range. Should YoloTD and a Proposer fail to come to acceptable terms, that Proposer shall be eliminated from consideration for contract award.

YoloTD will evaluate all Proposals submitted for this project.

4.6 Evaluation Criteria

All Proposals will be initially evaluated and ranked by the Evaluation Committee based on the weighted evaluation criteria in Table 1.

Evaluation Form

Each member of the Evaluation Committee shall complete an evaluation form for each Proposal submitted. The final rating for each Proposal shall be based on the average of the total score compiled by members of the

Table 1: Evaluation Criteria

	Evaluation Criteria	Max Points
1	<p>Qualifications and Experience of the Firm</p> <p>The overall quality and extent of the Proposer's experience in fixed-route operations and its demonstrated capability and performance with similar projects, including the Proposer's track record of success in the following areas:</p> <ul style="list-style-type: none"> • On-time performance and service reliability • Safety record • Recruitment and retention of managers and front-line workers • Maintenance performance • Demonstrated ability to consistently meet or exceed key performance indicators (KPIs) • Knowledge of and demonstrated compliance with applicable federal, state and local laws and regulations <p>Years and breadth of experience providing public similar transportation services, particularly in California</p> <p>References from other government agencies with similar transit operations and priorities.</p> <p>Demonstrated collaborative, responsive approach in working with clients to adapt to changing needs and conditions.</p> <p>Possession of appropriate professional licenses and sufficient financial strength to perform all aspects of the work</p>	20
2	<p>Thoroughness and Comprehensiveness of the Proposer's Understanding and Approach to the Project</p> <p>Each of the required plans demonstrates the Proposer's understanding of the RFP and describes how Proposer will work with YoloTD in delivering the services effectively. The combination of these plans demonstrates the Proposer has the willingness and understanding to provide high quality services.</p> <ul style="list-style-type: none"> • Sufficiency of operations plan, staffing plan and other resources to deliver high-quality performance; • The quality and suitability of the Proposer's maintenance plans and programs for YoloTD vehicles, facility, and equipment; • The quality and feasibility of the Proposer's transition plan to facilitate a smooth transition; 	20

	<ul style="list-style-type: none"> • The quality and suitability of the Proposer's safety and emergency response plans; • The quality and suitability of all other required plans. 	
3	<p>Qualifications and Competence of Key Personnel</p> <p>The skills, experience and quality of the Proposer's Key Personnel, as well as regional/corporate resources to augment the capability of local management team.</p> <p>This includes:</p> <ul style="list-style-type: none"> • The level of prior experience and competency of the proposed management team; • The commitment of the Key Personnel to the Project; • The Proposer's approach to management of the services; • The Proposer's plan for using regional/corporate resources to enhance the services it provides for YoloTD; • The Proposer's approach to retention of key personnel and filling vacancies, should need arise. <p>This factor may include a review and consideration of client references and past performance for the proposed management team.</p>	20
4	<p>Clarity and Reasonableness of Price Proposal</p> <p>Consider proposed pricing in conjunction with Proposer's technical proposal, in comparison to other price proposals received and YoloTD's projected funding availability.</p> <p>YoloTD is interested in the most cost-effective proposal at the best possible price rather than merely the low bid.</p> <p>In addition to achieving the best possible balance between cost and service outcomes, YoloTD also seeks the greatest possible transparency in pricing. Proposals will be evaluated on the clarity, openness and transparency of their cost proposals.</p> <p>Price proposals will be evaluated as to whether they:</p> <ul style="list-style-type: none"> • Fully support all cost elements and provide detailed justification for all cost drivers. • Identify any assumed operating efficiencies, market conditions, and specific cost controls that if not fully realized would render the price proposal unsustainable. 	20
5	<p>Retention and Recruitment of Qualified Workforce</p> <p>As required by California Labor Code Section 1072, proposers must state whether or not they will retain the employees of the prior</p>	15

	<p>contractor for a period of not less than 90 days and honor existing collective bargaining agreements. 10 points shall be granted to all proposers that agree to this.</p> <p>Up to 5 additional points shall be awarded for proposals that demonstrate innovative and effective strategies to recruit and retain a qualified workforce at all levels of the organization.</p>	
6	<p>Creative/Innovative Solutions for Maximizing Service and Efficiency</p> <p>Proposal includes creative/innovative methods for achieving cost-efficiency while delivering high quality and potentially enhanced services.</p> <p>These may include but are not limited to:</p> <p>a. Technology Innovation: The Proposer’s ability to integrate advanced technologies to improve service efficiency, reliability, and customer satisfaction. This includes the use of real-time data analytics, predictive maintenance systems, and advanced scheduling software.</p> <p>b. Industry Best Practices: The Proposer’s implementation of industry best practices in transit operations and maintenance. This should encompass strategies that have been successful in similar transit agencies and can improve service delivery.</p> <p>c. Communication Plan: The Proposer’s plan to establish a robust communication system for frontline employees. This should include a methodology that allows employees to easily submit requests, provide feedback, and access important information</p>	5
	Total Possible Points	100

4.5 Interviews, Best and Final Offer, Negotiations and Award

A shortlist of Proposers may be selected based on the how their proposals are rated by the Evaluation Committee. YoloTD at its discretion may interview the shortlisted Proposers or all Proposers.

YoloTD staff will negotiate with selected Proposers upon selection notification.

YoloTD may request a Best and Final Offer (BAFO) from one or more Proposers. The best and final offer will contain all information and documents necessary to state the Proposer’s entire Proposal without reference to the original Proposal or to any supplements that may have been submitted during negotiations.

Award will be made to the responsible firm upon successful negotiations. If terms cannot be reached, YoloTD reserves the right to withdraw from negotiations and select the next most qualified Proposer.

4.6 General Terms and Conditions

Submission of a Submittal constitutes an offer to perform the work specified and to be bound by the terms contained in this RFP and subsequent contract negotiations.

Upon offer acceptance, and upon contract award to the successful Proposers, this procurement solicitation document, together with the completed and executed forms required herein, and all attachments hereto, together with the contract shall collectively constitute the contract documents. Proposer warrants those employees who participate in this project will be compensated in accordance with the law.

4.7 Disclosure of Proposals

YoloTD may retain proposals submitted in response to this RFP as confidential and defer disclosure under the California Public Records Act (Government Code section 7920.000 et seq.) until after either YoloTD and the successful Proposer have completed negotiations and entered into an Agreement or YoloTD has rejected all proposals. (See *Michaelis, Montanari, & Johnson v. Superior Court* (2006) 38 Cal.4th 1065 [holding proposals not subject to disclosure under the Public Records Act until negotiations are complete].) All correspondence with YoloTD including responses to this RFP will become the exclusive property of YoloTD and will become public records under the California Public Records Act subject to disclosure as provided in the *Michaelis* case. Furthermore, YoloTD will have no liability to the Proposer or other party as a result of any public disclosure of any proposal or agreements. If a Proposer desires to exclude a portion of its proposal from disclosure under the California Public Records Act, the Proposer must mark it as such and state the specific provision in the California Public Records Act which provides the exemption as well as the factual basis for claiming the exemption. For example, if a Proposer submits trade secret information, the Proposer must plainly mark the information as “Trade Secret” and refer to the appropriate section of the California Public Records Act which provides the exemption as well as the factual basis for claiming the exemption. Although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, YoloTD may not be in a position to establish that the information that a Proposer submits is a trade secret. If a request is made for information marked “Confidential”, “Trade Secret” or “Proprietary”, YoloTD will provide Proposers who submitted the information with reasonable notice to seek protection from disclosure by a court of competent jurisdiction at Proposer’s sole cost and expense.

4.8 No Commitment to Award

Issuance of this RFP and receipt of proposals does not commit YoloTD to award a contract. YoloTD expressly reserves the right to postpone the RFP process for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with more than one Proposer concurrently, or to cancel all or any part of this RFP.

List of Appendices

Appendix A: Scope of Work

Appendix B: Sample Contract

Appendix C: Federal Terms and Conditions

Appendix D: Price Proposal Template

Appendix E: Insurance Requirements

Appendix F: Collective Bargaining Agreement

Appendix G: Fuel Payment Program

Appendix H: Protest Procedures