



*****ADDENDUM THREE*****

REQUEST FOR PROPOSALS (RFP) TO PROVIDE MANAGEMENT SERVICES FOR BOTH FIXED ROUTE AND DEMAND RESPONSE SERVICES and OPERATION OF MICROTRANSIT SERVICES

June 29, 2026

The following are answers to questions raised via email by potential proposers. Attached are requested documents.

1. What is the expected mobilization timeline?
 - This will be discussed with the successful proposer, but GATRA would like to move as quickly as possible.
2. How will start up costs be reimbursed? Is there a separate start-up payment, or is it expected that start-up cost be included in year 1?
 - This was answered in Addendum 2.
3. Could GATRA provide the current staff (operators and administrative) of the microtransit operation?
 - The number of Operations/Management staff was listed in Addendum 2 and there approximately 20 drivers currently on staff.
4. Could GATRA clarify the contract start date? Addendum #1 says anticipated contract start date is Sep 2026, but the price sheet has Year 1 as 2027.
 - GATRA's fiscal year runs July 1 – June 30, so the anticipated start date is correct. 2027 refers to the fiscal year not the calendar year.
5. In order for the bidders to be at the same level, would GATRA identify the Hours to bid on each year for the GATRA Go microtransit service?
 - This information has been provided in both the RFP as well as previous Addendums.
6. What is the current farebox method collection (cash, debit card, etc.), and what is the monthly average collected?
 - The microtransit service accepts cash as well as online payments. Approximately \$10,000 in fares is reduced from the monthly invoices.
7. Can GATRA provide a seniority list and estimated turnover rate for the microtransit drivers?
 - GATRA does not anticipate the new contractor to employee any of the existing staff under this part of the contract, so this information is not necessary.
8. On the CBA, page 27, could GATRA please clarify the date of the last column of the wage table for Dial-A-Ride with CDL Class B and All endorsements? Column is labeled 1/1/2020, is it supposed to be 1/1/2028?
 - Please disregard that column, information should only go through 7/1/2027.
9. Addendum #1 has the Fleet List for the Microtransit service. What is their seating capacity? Are they vans with a cutaway body or strictly a van?
 - With the exception of the Ford Transit, these are cutaways and are a mix of 8 and 12 passenger vehicles with anywhere between 1 and 3 wheelchair positions.
10. Are the Demand Response Vehicles and the Microtransit vehicles the same type of vehicle?

- Yes.
11. Is the current microtransit service experiencing a shortage of Drivers?
 - Yes.
 12. Can GATRA please provide the last three years of loss runs for the auto liability insurance for Fixed Route, Demand Response and Microtransit?
 - GATRA insures all the vehicles, so this information is not relevant.
 13. Will GATRA also provide non-revenue vehicles for the microtransit operation?
 - No, if needed this would be the responsibility of the contractor.
 14. Does GATRA GO operate with part-time drivers, or is the operation full-time drivers only?
 - Operation can be operated with both full- and part-time drivers.
 15. Addendum 2, Q&A #66 noted that 12 months of invoices have been attached. However, we were unable to locate them. Can GATRA please provide these invoices?
 - This was an error, please refer to the answer #31 on Addendum 2.
 16. Would Authority kindly provide the form of contract to which it will expect the successful proposer to agree?
 - GATRA does not have that at this time, however the contract will include all federal clauses and scope of work defined in RFP. The issued RFP as well as the bidders response will also be included as an attachment.
 17. Would Authority kindly agree to provide no fewer than 60 days' written notice prior to terminating for convenience, in compliance with WARN Act requirements?
 - This was addressed in Addendum 2, question 19.
 18. Would Authority kindly agree to reimburse Contractor for its reasonable costs incurred as a result of a termination for convenience?
 - This was addressed in Addendum 2, question 19.
 19. Would Authority kindly provide that Contractor be entitled to a 30-day cure period prior to Authority having the right to terminate for default?
 - This was addressed in Addendum 2, question 19.
 20. Would Authority kindly remove the requirement that Contractor will assist the Authority with the development and procurement of the Authority's insurance program?
 - This is not a requirement under this contract.
 21. Would Authority kindly clarify what the scope of involvement is for Contractor to assist Authority with the development and procurement of the Authority's insurance program?
 - This is not a requirement under this contract.
 22. Would Authority kindly remove the requirement that Contractor be responsible for ensuring its subcontractors name the Authority as an additional insured?
 - This would be discussed based on the type of work being provided.
 23. Would Authority kindly provide that Contractor shall provide Authority with thirty (30) days' written notice only in the event of any cancellation or non-renewal of any insurance policy?
 - This item would be discussed during contract negotiations.
 24. Would Authority kindly provide a defined limit for General Liability coverage at \$1M per occurrence/\$2M aggregate?
 - GATRA has not set defined general liability coverage in this procurement.
 25. Would Authority kindly clarify whether it will require Contractor to maintain Cyber Liability coverage?
 - GATRA maintains cyber liability coverage.
 26. Would Authority kindly provide that Contractor's compensation be reopened for negotiation in

the event that its costs are significantly affected by a change in law or other governmental action?

- This can be discussed during contract negotiation.
27. Would Authority kindly clarify that Contractor will be permitted to provide certificates of insurance in lieu of full policy documentation?
- Certificates should be provided, not full policy documentation.
28. In order to accommodate submission of proposals larger than email servers allow, will GATRA please allow proposers to submit a DropBox link in lieu of directly-emailed PDF files?
- This was answered in Addendum 2.
29. Are there any budget constraints or target management fee ranges established by GATRA?
- a. Can GATRA provide current operating budgets for Fixed Route, Dial-a-Ride, and GATRA Go services?
- This information was addressed in Addendum 2.
- b. What operating costs are reimbursable versus included within the management fee?
- All costs associated with the day-to-day operation of the transit services, including but not limited to: employee wages, utility costs, fuel, parts and supplies, etc. would be pass through costs. The management fee would include the salaries of the General Manager and the Assistant General Manager as well as any costs for the support that the contractor gives the local team.
30. Must the contractor continue using Navineo and Spare, or may alternative technology platforms be proposed?
- The Contractor will be expected to use current GATRA software, including Navineo and Spare.
31. What were the issues GATRA was facing with the incumbent, if any?
- a. Are there any known capacity constraints or service deficiencies that GATRA expects the contractor to address?
- GATRA will not be commenting on its current contract.
32. What are the current on-time performance standards and KPIs used by GATRA?
- This was addressed in Addendum 2.
33. Could you please specify the number of vehicles that the vendor is expected to provide, along with details on their capacity and type?
- GATRA owns and provides all the vehicles. Addendum 1 has a list of current vehicles attached.
34. Is local Massachusetts transit management experience weighted more heavily than national transit management experience?
- No
35. What is the minimum qualifying score required to advance to the final evaluation?
- There is no minimum qualifying score, the panel will review and recommend as many bidders that fall within a competitive range to move forward with interviews.
36. What are the minimum qualifications for a vendor/company to be considered a valid bidder responding to this RFP?
- This was addressed in the RFP.
37. In order to allow bidders to prepare a more detailed and informed response as the timeline is very short, can the GATRA please extend the submission deadline for the proposals by 1 week?
- No, the deadline for proposals will not be extended. The proposal was advertised on June 1, 2026.