



ADDENDUM NO. 1

RFP #26-013 Fixed-Route Management Services

April 8, 2026

RFP #26-013 Fixed-Route Management Services issued on March 3, 2026. This Addendum is being issued to clarify the RFP documents and shall supersede and supplement all portions of previously issued RFP documents with which it conflicts.

NOTE: Current Union Contracts/MOAs AND Pension Plan information are available to any prospective proposer upon request. Requests must be made via email to LZak@pvta.com With a request, the proposer must send a signed copy of the Confidential Information Agreement located in Exhibit B of the RFP.

NOTE: Regarding EXHIBIT G – REQUIRED INSURANCE, Commercial Umbrella is increased to the following:
Umbrella limits must be at least \$10,000,000 with a per project aggregate.

The PVTA hosted a non-mandatory pre-proposal conference on March 25, 2026 at 9:30 AM EST. The conference provided a summary of the RFP requirements, Scope of Work, and a brief Question and Answer session. Nothing stated verbally in the conference is binding. A recording of the conference is available upon request.

This Addendum #1 provides a response to the following inquiries received during the pre-proposal conference on March 25, 2026 at 9:30 AM EST:

INQUIRY #1: The Scope seems extensive with a lot of properties to be managed. Can you clarify how many FTEs are needed to manage the Scope, and is the Contractor responsible for maintaining the properties themselves, effectively taking on a managed service provider contract? Is this role responsible for any operational/administrative duties that fall under the SATCo/VATCo umbrella?

RESPONSE: It is up to the proposer to determine how many positions are required for this Contract. The incumbent Contractor provides one full-time on-call (24/7) General Manager to oversee and manage all operations and staff of SATCo/VATCo. It is expected that all staff at SATCo/VATCo will be retained. The staff perform day-to-day functions (drivers, supervisors, dispatch, finance, human resources, maintenance, etc.) Regarding facilities, SATCo and VATCo both have facilities managers who are responsible for tracking maintenance and facility staff who assist in performing work. The Contract requires the Contractor to make sure that the facilities are functioning correctly, and if there are any issues identified, to contact the respective contracted vendor (i.e., if a building has an HVAC problem, the Contractor will need to contact an HVAC vendor to correct the issue). Facilities utilizes Trapeze EAM that assists with tracking when systems

within the facilities need to be addressed. Facilities staff assist with some day-to-day maintenance but most repairs and preventative maintenance is contracted out to vendors who specialize in those fields (i.e., electrical, plumbing, HVAC, etc.), and the Contracted management company will be responsible for making sure facilities are maintained properly and regularly inspected. Please refer to the facilities section of the RFP for a list of facilities. More information is available in the provided facilities maintenance plan.

INQUIRY #2: At a minimum we are required to propose one full-time General Manager. Is that what goes in the price proposal?

RESPONSE: Yes, any and all proposed staff must be outlined in the price proposal, including any corporate overhead, profit, insurance, or other costs. Staff and operating expenses covered by the sub-corp umbrella (currently “SATCo/VATCo”) are not incorporated into the price proposal.

INQUIRY #3: Will the sub-corps (SATCo/VATCo) be transferred if a new contractor is awarded the contract?

RESPONSE: Handling the transfer or sale of sub-corporations (SATCo & VATCo) is best managed by the companies themselves. However, PVRTA requires a written consent that ensures the transfer or the new entity assumes all contractual obligations, liability, and compliance with regulations. The companies are responsible for the smooth transition and continuation of transit service during the transfer or sale. Any agreement must include that the transferor or seller continues to provide management support to the sub-corporations for a limited time while the new management company integrates the sub-corporations for the operation of the transit system. Please note that the sub-corporations hold no assets and act as “shell companies” of the selected contractor.

INQUIRY #4: Regarding the cost proposal form, which insurance costs from Exhibit G would be included in the costs?

RESPONSE: All the insurance requirements contained in Exhibit G are to be carried by the selected Contractor and shall be included in the management fee/cost proposal.

INQUIRY #5: Is the full-time position required to be on-site?

RESPONSE: Yes, the General Manager must be on-site full-time and on call 24/7.

All other requirements of the RFP shall remain in full force and effect.

The following is a list of vendors and representatives who attended the pre-proposal conference on March 25, 2026 at 9:30 AM EST:

RFP #26-013 Pre-Proposal Conference Attendees

MV Transportation

Matthew Veach, SVP Business Development, matthew.veach@mvtransit.com

Maddy Malone, Bid Manager, maddy.malone@mvtransit.com

Hulmes Transportation Services

Paul Anziano, President, paul@hulmestransportation.com

Transdev

Jenny Hartman, Director Business Development, Jenny.hartman@transdev.com

DGR Management

Nicole Rohan, President, Nrohan.dgr@gmail.com

Rauley Caine, Area Vice President, rcaine@dgr-management.com

DPV Transportation

John Perry, Business Development Executive, johnp@dpvworldwide.com

Camilo Theus, Business Manager, camilo.theus@dpvtransportation.com

RATP Dev

Daniel Swanson, Business Development Manager, daniel.swanson@ratpdev.com

PVTA

Leland Zak, Procurement Officer, LZak@pvta.com

Paul Burns-Johnson, Director of Transit Operations

James Bagley, Manager of Customer Service

Sandra Sheehan, Administrator