Lassen Transit Service Agency

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February 1, 2021

To Proposed Bidders RE: Lassen Transit Service Agency Response to Request for Proposal Questions.
Subject: RFP Addendum #3

Prospective bidders,

Thank you for providing questions to the Lassen Transit Service Agency's Request for Proposals for Operations and Management Contract. With addendum #3, LTSA answered all received questions. Please note that attachment A of addendum#3 is provided in a separate file. Prospective bidders will now have until February 4, 2021 to receive further clarification to any of the answers provided by the LTSA. Requests for clarification should be directed to David Knaut at dknaut@co.lassen.ca.us or mailed to 707 Nevada Street Suite 4, Susanville, CA 96130. Prospective bidders will be required to submit a signed Addendum sheet with any proposals to acknowledge receipt of the addenda.

Respectfully,

David Knaut
Transportation Planner

RFP Addendum # 3
Lassen Transit Service Agency Response to Request for Proposal Questions

RFP Release Date: December 14, 2020

In response to request for clarification of answers that were provided to bidders on February 1, 2021 (Must be included in bidder's proposal packet)

Certification of Receipt of Addenda:
(Must be completed and included in proposal)
Company: _____
Name of Person Attesting to
Accepting Addenda: *(please Print)*_____
Title of Person Attesting to
Accepting Addenda: *(please Print)*_____
Signature: _____ Date: _____

Addendum #3 to RFP
Lassen Transit Service Agency Response to Request for Proposal Questions

1. **General**: May the provider install DriveCam and Mobileye in Lassen Transit Service Agency vehicles?

   Answer: LTSA would consider allowing installation of other on-board applications as long if they do not interfere with the functionality of provided technology.

2. **General**: Is the provider required (requested) to use a maintenance software system for administration and execution of fleet maintenance?

   Answer: Yes. Please see Section IV.E.3, page 39.

3. Page 38, Section 11: Is the provider required to install tablets (mobile data terminals) or does the current fleet already have tablets? If already installed, what is the make and model of tablet and refresh interval, and please confirm if the provider is to maintain those tablets? (RFP Section IV.B.11, page 34)

   Answer: Current fleet has tablets installed through the contract with ETA transit systems. Vehicle #27 will not have a tablet. New vehicle logic units and tablets were installed in June 2020 and LTSA anticipates that renewal would be needed in three (3) to four (4) years. At that point LTSA will determine if new system should be procured or if current system will be updated. LTSA has a contract with ETA Transit system till August 2023 which includes maintenance, but contractor will be responsible to assure correct use of hardware and contact ETA Transit system about issues or repairs.

4. Page 41, Section C: How many radios will be provided? Please provide the make, model and planned interval to refresh. (RFP Section IV.C, page 35 and 36)

   Answer: Please see answer to question 7 of addendum#2 for number of radios. Current model used is Motorola XP 45-50. LTSA plans to renew system when digital radio is available in the County of Lassen.

5. Page 41, Section C: Please provide the name and contact information for the current two-way radio provider. (RFP Section IV.C, page 35 and 36)

   Answer: LTSA does not have that information.

6. Page 41, Section D: Please confirm the contractor is to provide internet service for contractor use. (RFP Section IV.D, page 37)

Answer: Please see answer to question 48 of addendum #1.

7. Page 41, Section D: Reservations can be placed by phone during what hours and days of the week? (RFP Section IV.D, page 37 and Section IV.M, page 51)

   Answer: Reservation services should be available as described in RFP Section IV.M, page 51.

8. Page 41, Section D: Would LTSA desire riders to be able to make reservations using a mobile application/internet? (RFP Section IV.D, page 37)

   Answer: Yes.

9. General: Please provide salary, benefits and benefits participation data for all incumbent personnel. (RFP Section IV.G, page 45)

   Answer: Please answers to question 12, 14 and 18 in addendum#2.

10. General: Are any of existing incumbent personnel members of a collective bargaining unit or union? (RFP Section IV.G, page 45)

    Answer: Please answers to question 30 in addendum#1.

11. Page 64, Section B: What is the current rate paid to the contractor for the existing service? (RFP Section V.B, page 60 to 64)

    Answer: Please see attachment C of addendum #2.

12. Page 64, Section B: Please provide invoices for the last 12 months. (RFP Section V.B, page 60 to 64)

    Answer: Please see attachment C of addendum #2.

13. Page 38, Section 11: Please provide an organizational chart for the current service. (RFP Section IV.G, page 45)

    Answer: Please answers to question 16 in addendum#2.

14. Page 38, Section 11: Please provide a listing of current employees with pay rates and seniority. Please include any vacancies. (RFP Section IV.G, page 45)

    Answer: Please answers to question 12 in addendum#2.

15. Page 38, Section 11: If you cannot provide the Seniority list, can you please provide the total number of drivers currently employed by the current contractor to provide all services necessary? (RFP Section IV.G, page 45)

    Answer: Please answers to question 12 in addendum#2.

16. Page 38, Section 11: 49 U.S.C. 5333(b) under the Federal Transit Act (also referred to commonly as "13c") Please confirm that there are no outstanding employer liabilities that would carry over from the current contract to the new Contractor that need to be accounted for. As an example, in some cases, there are underfunded pension programs that would cause a financial concern. (RFP Section III. P, page 23)

Answer: Please answers to question 15 in addendum#1.

17. Page 38, Section 11: Please provide detail of current benefits offered to employees (medical, dental, retirement, etc.) and current participation rates. (RFP Section IV.G, page 45)

    Answer: Please see attachment B of addendum #2.

18. Page 34, Section IV: Please provide the daily Weekday, Saturday and Sunday revenue hours for each service. (RFP Section IV, page 30)

    Answer: The below vehicle service revenue hours (VRSH)/ vehicle service hours (VSH) are the current daily hours that contractor bills to LTSA. Please note that the RFP includes changes to the way VRSH/VSH are billed to LTSA (See RFP Section V.B, page 60). There are no service on Sundays.

    City of Susanville route: 11.92 VRSH/ VSH for Monday through Friday and 7.92 VRSH/ VSH on Saturday.

    Susanville City Express route (Pilot project in FY 20/21): 5.32 VRSH/ VSH for Monday through Friday. Staff anticipates that route will continue in future with modifications, but decision will be made by board of directors.

    West County Route: 7.33 VRSH/ VSH for Monday through Friday and 5.03 VRSH/ VSH on Saturday.

    West County Extension route (Pilot project in FY 20/21): 2.03 VRSH/ VSH for Monday through Friday. Continuation of route into future years is doubtful at this point.

    South County Commuter route: 2.45 VRSH/ VSH for Monday through Friday, excluding federal holidays.

    South County route: 3.44 VRSH/ VSH for Monday through Friday, excluding federal holidays.

    South County modified for federal holidays: 5.37 VRSH/ VSH.

    East County route: 4.75 VRSH/ VSH on only Fridays.

    Dial-A-Ride (DAR) service: Currently billed same as City of Susanville Route. New contract see RFP Section V.B, page 60. In fiscal year (FY) 2019/2020 LTSA paid contractor for 3,407.33 VRSH/ VSH for DAR. The actual vehicle revenue hours (VRH) as defined by the National Transit Database was 868.25. In FY 2018/19 LTSA paid for 3,378.24 VRSH/ VSH and the actual VRH was 1,164.56.

19. Page 34, Section IV: Please provide the Weekday, Saturday and Sunday pullouts for each service. (RFP Section IV, page 30)

    Answer: Lassen Rural Bus has 11 pullouts Monday through Thursday, 13 on Fridays and 5 on Saturdays.

20. Page 34, Section IV: Please provide the number of peak vehicles during Weekday, Saturday and Sunday for each service. (RFP Section II, page 2)

    Answer: Please see answer to question 3 of addendum #1.

21. Page 6, Section 2: Please provide the historical maintenance cost per mile (CPM) for these vehicles. (RFP Section II, page 2)

    Answer: See attachment D of addendum #2 for cost per mile for these vehicles from 7/1/2020 through 12/31/2020.

22. Page 6, Section 2: Will vehicles be made available for startup and training purposes? (RFP Section VI.32, page 96)

    Answer: Please see answer to question 32 of addendum #2.

23. Page 34, Section A.2: Will training rooms at the LTSA facility be made available for startup and training purposes? (RFP Section VI.32, page 96)

    Answer: Please see answer to question 33 of addendum #2.

24. Page 34, Section IV: Please provide the current call volume, broken down by weekday, Saturday and Sunday to include hourly levels if possible. (RFP Section IV.D, page 37)

    Answer: Please see answer to question 9 of addendum #2.

25. Page 64, Section B: Please break out the 11,000 expected vehicle service hours by route or service. (RFP Section V.B, page 60 to 64)

    Answer: The expected 11,000 VRSH/ VSH +/- 5% were calculated by multiplying the VSH of each route that runs Monday through Friday by the number of weekdays (excluding holidays service is closed) of each fiscal year for the next five years, plus the VSH of each route that runs Saturday multiplied by the number of Saturdays (excluding holidays service is closed) of each fiscal year for the next five years and plus the VSH for East County multiplied by the number of Fridays (excluding holidays service is closed) of each fiscal year for the next five years. The calculation includes the City of Susanville Express route, but not the West County Extension route. Please note that there might be additional hours for special routes or charters and the Eagle Lake route which cannot be predicted, but in the last three years the Eagle Lake route had not more than 20 VSH per year and special/ charter routes had not more than 100 VSH.

26. Page 3, Section B: Currently, our organization is experiencing delays in the hand binding process related to COVID 19. Accordingly, we respectfully request that LTSA consider proposal submittals in electronic format only. (RFP Section III.B, page 3).

    Answer: Please see answer to question 6 of addendum #1.

27. General COVID-19: Please provide any policies and requirements regarding COVID-19-related operating procedures.

    Answer: LTSA requires contractor to follow federal, state and local guidance from public health departments. LTSA is requiring all passengers waiting for or riding Lassen Rural

Bus vehicles, and those visiting Lassen Rural Bus facilities, to wear a face mask covering nose and mouth. Bus operators and all essential staff are required to wear a face mask covering the nose and mouth. Lassen Rural Bus is offering a special delivery service for groceries available to the at-risk population in our community during the pandemic in accordance with guidance of the FTA. Contractor will need to track VSH and vehicle miles for these services separately.

LTSA requires extra cleaning of vehicles after each run due to COVID-19 and reimburses contractor for time and material for such cleanings. LTSA is currently installing driver shields.

28. General COVID-19: Will LTSA consider indemnifying and reimbursing the selected contractor for all COVID-19 related claims, or reimbursing the provider for any costs related to quarantines?

    Answer: LTSA plans to continue reimbursing policies from current contract. See second amendment to agreement between LTSA and Paratransit Services in attachment E of addendum #2. LTSA will not reimburse provider for any costs related to quarantines.

29. General COVID-19: What is LTSA's policy for the number of passengers on the vehicle, in light of social distancing mandates?

    Answer: LTSA has no policy for numbers of passengers on the vehicle. LTSA recommends social distancing on vehicles.

30. Compensation: At various times, federal, state and local governments consider laws, rules and regulations which require an increase to wages or benefits mandated for the employees that will be employed under this contract. If such an event occurs during the term of the agreement, how will the agency respond for an application for increased compensation? (RFP Section IV.G, page45)

    Answer: Please see RFP Section III.P.26 page 29 and answer to question 5 in addendum #2.

31. Performance Standards: Please advise if the current contract has performance incentives and/or liquidated damages and if the liquidated damages for this new RFP differ from the current contract. If applicable, please provide details and amounts of all liquidated damages and performance incentives assessed to the current contractor in the last twelve months. (Section IV.U, page 57)

    Answer: See attachment E of addendum #2 and answer to question 39 of addendum #1.

32. Labor: Has service experienced problems due to driver/mechanic shortages? If so, please explain.

    Answer: Service has not experienced any service restrictions or reductions due to driver/ mechanic shortage. LTSA recommends contractor trains all employees for revenue services.

33. Page 3, Section B: Please clarify the envelope submission requirements. Will LTSA accept the 15 copies of the complete proposal in three-ring binders in one package? Are any

documents required to be submitted separately in sealed envelopes? (RFP Section III.B, page 3).

Answer: Please see answer to question 6 of addendum #1. No documents required to be submitted separately in sealed envelopes.

34. Page 5, Section C: Please confirm the key dates for this procurement and contract, including interview, award, and notice to proceed dates. (Section C, page 5)

    Answer: RFP schedule has not changed besides what has been stated in addendums. LTSA plans to award the bid at its next regular scheduled board meeting on March 15, 2021. Please note that LTSA may not enter into a contractual agreement until Caltrans has approved the award from the board. The agency would hold interviews on March 11th if deemed necessary, but at this point it is not anticipated that interviews will be necessary.

35. Page 5, Section B.5: Please confirm that the requirement for placing an advertisement to solicit DBE participation has been waived. (RFP Section III.B, page 5).

    Answer: The requirement to advertise for the purpose of identifying potential DBEs is waived. See RFP Section III.B, page 5.

36. Page 9, Section G.2(e), and Proposal Questionnaire, Section 7: Please clarify if proposers must provide the most recent CHP Safety Compliance Report/Terminal Record Update for two (2) current operations or attach at least four (4) recent CHP safety compliance reports. (RFP Section III.G, page 9 and RFP Section IV.7, page 91)

    Answer: Proposers must provide the most recent CHP Safety Compliance Report/Terminal Record Update for two (2) current operations.

37. Page 11, Section M: Please clarify whether LTSA will award this contract to multiple providers. (RFP Section III.M, page 11)

    Answer: LTSA will not award this contract to multiple providers.

38. Page 9, Section G.2(i), and Proposal Questionnaire, Section 12: Please clarify that this requirement is for proposers' most recent audited financial statements. (RFP Section III.G.2.i, page 9)

    Answer: Yes, this requirement is for proposers' most recent audited financial statements.

39. Page 30, Section IV: This section states "The maximum escort service under Exhibit A, includes providing assistance to a passenger from the bus to the actual on-site (curb) location of their destination." Please clarify the door-to-door aspect of the services and confirm if drivers accompany the passenger to the door, as this section appears to describe curb-to-curb service. (RFP Section IV, page 30)

    Answer: Paratransit service shall be door-to-door. Please see also RFP Section IV. H, page 46, and RFP Section IV.S.4.m, page 55 for more clarification.

40. Page 31, Section B.2**:** Please provide a list of bus stops and separate list of bus shelters the contractor is required to maintain, including total number and locations. (Section IV.B.2, page 31)

    Answer: Please see answer 18 of addendum #1 for description and number of shelters. Current locations of stops with benches and shelters are all in Susanville (Shelters: Riverside Drive stop, Lassen Historical Museum stop, Susanville Rancheria stop, Community Swimming Pool stop, Lassen Community College stop and Susanville Indian Rancheria stop; Benches: Meadowbrooks Apartments stop, Gay and Main St stop, Millview Apartments stop and Main St and McDow stop).
    Locations of stops which will be improved is not completely determined, but one stop will be in Westwood, CA.

41. Page 32, Section B.4, and page 55, Section T.1.a.3: Please clarify the performance standard for miles between preventable accidents; is it a minimum of 100,000 miles or less than one accident per 24,000 miles? (RFP Section IV.T.1.a.3, page 55)

    Answer: Please see answer to question 24 of addendum #2.

42. Page 35, Section B.11: Please clarify the contractor's responsibility regarding volunteer drivers. Please confirm if background checks are required. (Section IV.B.11, page 34)

    Answer: Please see answer to question 20 of addendum #1.

43. Page 36, Section C: Please provide the referenced inventory list of the tools and equipment provided by LTSA. (RFP Section IV.C, page 36)

    Answer: Please see attachment C of addendum #1.

44. Page 36, Section C: Please provide copies of the referenced vehicle service records. (RFP Section IV.C, page 36)

    Answer: Please see attachment A of this addendum for service records from 01/01/2020 to 12/31/2020. Please note that these include the vehicles of the Lassen Senior Services, which will not be part of the new contract.

45. Pages 60-67, Section B: Please provide the cost proposal pages in Excel format. (RFP Section V, page 58 to 69)

    Answer: LTSA does not have these forms in Excel format, but attachment E of addendum #1 provides the forms in word format, besides the federal lobby form.

46. Page 74, Section E: Please clarify if the required DBE forms are to be submitted with the cost proposal. (RFP Section V.E, pages 74 to 85).

Answer: Yes, required DBE forms are to be submitted with the cost proposal (See RFP Section III.B, page 3 to 5, RFP Section III.P.22, pages 25 to 27 and RFP Section V.E, page 74 to 79 for DBE requirements).

47. Page 36, Section C: Please clarify the requirement for Contractor-provided vehicles. Does the current contractor provide service vehicles? (RFP Section IV.C, page 36)

    Answer: Please see answer to question 29 of addendum #1 and answer to question 68 of addendum #2.

48. For the new contract term, will LTSA be conducting a third-party audit for the fleet, bus shelters, and facilities 60 days before the transition period? Please provide a copy of the process and checklists that will be used for these purposes.

    Answer: No.

49. General**:** Will LTSA be conducting a Phase I environmental assessment for the current LTSA-provided facility? (RFP Exhibit C)

    Answer: Please see answer to question 37 of addendum #2.

50. General: What type and number of supervisor and support vehicles are currently provided by the current contractor? Does LTSA have any requirements or specifications/preference regarding the age, model, or fuel requirement of support vehicles? (RFP Section II, page 2)

    Answer: Please see answer to question 3 of addendum #1.

51. General: Can LTSA please provide Opacity testing for the past three years?

    Answer: LTSA has opacity testing from FY 2017/18 available at the moment and attachment B shows see results of the two vehicles that are still in the fleet. LTSA will conduct the opacity testing of its current fleet in mid-February and results will be made available to interest bidders. Please contact David Knaut at dknaut@co.lassen.ca.us if you are interested in receiving the opacity test results from 2021.

52. General: Please provide the last 36 months of history for major component replacement and repair completed in-house or subcontracted out by the contractor to an outside service, for the LTSA-provided fleet for this contract. (RFP Section IV.E, page 37ff)

    Answer: Please see answer to question 11 of addendum #2 for 12 month history of major component replacement and repair completed.

53. General: Please provide the name and contact number for the current Janitorial company. (RFP Section IV.C, page 35)

Answer: Please see answer to question 6 of addendum #2.

54. General: Please provide fuel types for each different model type of vehicle (CNG, Gas, Diesel). (RFP Section II, page 2)

    Answer: Please see attachment A of addendum #1.

55. Page 34, Section B, Subsection 11: Does LTSA plan to replace the ETA GPS tracking & monitoring software in August 2023? Can you provide the replacement software if identified? (RFP Section IV.B.11, page 34)

    Answer: LTSA did not determine whether it will renew contract with ETA GPS tracking and monitoring at the end of the agreement in August 2023 or replace it with a different software. LTSA plans to evaluate ETA's product and service closer to contract end date and will consult with contractor.

56. Exhibit A: Did the agency develop and does the agency provide support of the passenger-facing app, "Spot Mobile"? Or can you provide the vendor who provided it? (RFP Section IV.B.11, page 34 and RFP Exhibit A)

    Answer: LTSA's agreement with ETA transit system includes support for passenger-facing app.

57. Exhibit A: Does the "Spot Mobile" app integrate with other LTSA software? If so, what integration is in place? (RFP Section IV.B.11, page 34 and RFP Exhibit A)

    Answer: Spot mobile is also providing audio and visual announcing of bus stops and is integrated with head sign display besides vehicle #19. #20 and #21. Internal visual displays and integrated head signs are Hanover signs.

58. Exhibit A: Does "Spot Mobile" provide any passenger payment capability – e.g., debit, credit or fare card? (RFP Section IV.B.11, page 34 and RFP Exhibit A)

    Answer: No. LTSA is planning to implement a pilot project for contactless payment through the California Integrated Travel Project (Cal-ITP).

59. General: Will the Contactor be responsible for internet, LAN equipment, and data cabling?

    Answer: Please see answer to question 51 of addendum #2.

60. General: Will the Contractor need to provide the Maintenance management software computers?

    Answer: Yes.

61. Page 37, Section E, and page 55, Section T.1.a.4: Please clarify the performance standard for road calls. Are contractors required to maintain a minimum of 40,000 miles between road calls, or not to exceed one breakdown per 10,000 miles? (RFP Section IV.T.1.a.4, page 55)

    Answer: Please see answer to question 25 of addendum #2.

62. Price Adjustment: Will LTSA include a provision that provides for price adjustments if Contractor's costs increase as a result of (i) changes to the scope of work / service hours requested by the Agency, (ii) changes in laws, rules, regulations, etc. applicable to the services to be provided by Contractor, and/or (iii) wage increases necessary for Contractor to be able to recruit and retain qualified employees as a result of an increase in the minimum wage in the County or surrounding jurisdictions; and (iv) costs incurred in response to a federal, state, or local state of emergency (including the COVID-19 pandemic or similar national emergency), including providing personal protective equipment, supplies, staffing, and additional services (including additional health and safety services or requirements)?
    If the parties are unable to agree on a rate adjustment, then either party may terminate the contract upon 120 days' written notice to the other party.
    Contractor needs price protection for changes requested by the Agency or matters that were not contemplated at the time of Contractor's proposal. (RFP Section III.J, page 10, RFP Section III.P.26 page 29, RFP Section IV.B.11, page 34)

    Answer: Please see RFP Section III.J, page 10, RFP Section III.P.26 page 29, RFP Section IV.B.11, page 34 and 35, answer to question 5 of addendum #2 and answer to question 28 of this addendum.

63. Force Majeure: Will LTSA include a force majeure provision relieving both parties from performance under the Contract for circumstances beyond their reasonable control (acts of God, war, labor strikes, slowdowns, sick-outs, or other disputes, etc.)?
    Contractor should be excused from performance for circumstances beyond its reasonable control. (RFP Exhibit C – D.4)

    Answer: Please the answer to question 38 of addendum #2.

64. Disputes: The Agency has unilateral decision-making authority.
    Will LTSA revise the agreement to provide for dispute resolution via mediation, arbitration and/or a court of competent jurisdiction?
    Disputes should not be conclusively determined by either party to the dispute. (RFP Section III.P.19, pages 22 and 23)

    Answer: See RFP Section III.P.19, pages 22 and 23.

65. Please provide a productivity report from the dispatching software daily for one week and monthly for the last 12 months that shows data that includes: Breakdown of Hours

covering: a. Total vehicle hours; b. Service/Live hours; c. Deadhead Hours; d. Break/Lunch Hours; e. Refuel Hours; f. and Any Other Hours;
* Breakdown of Miles covering; a. Total Miles; b. Service/Live Miles; c. Deadhead Miles; d. Break/Lunch Miles; e. Refuel Miles; f. and Any Other Miles;
* Average Distance in miles per Trip; Average Length in minutes per trip; Trips per Revenue Hour. (RFP Section V.B, page 60)

Answer: LTSA does not have this information in the requested format. Exhibit B of RFP and attachment G of addendum #1 show the LRB overall revenue mileage and billed vehicle revenue service hours (VRSH)/ vehicle service hours (VSH) per month from 7/1/2018 to 12/31/2020.
The answer to question 18 of this addendum breaks down the daily VRSH/ VSH for each service and attachment C of this addendum shows the VRSH/ VSH, mileage and other information per route from 7/1/2018 to 12/31/2020. Please note that the VRSH/ VSH and revenue mileage for special/ charter routes is not included in the total mileage and total VRSH/ VSH for each month.
Deadhead hours and deadhead mileage can only be estimated for fixed route service. All routes besides the Susanville City Express, the East County PM and the switch from South Counter Commuter to South County in AM and reversed in PM, start the Riverside Drive stop which is one (1) mile from the Lassen Rural Bus (LRB) facility which equals around three (3) minutes of drive time. The Susanville City Express route and the East County PM route starts at the Lassen Community College with is 2.5 miles for the LRB facility which equals around four (4) minutes of drive time.
All routes end at Riverside Drive stop as well.
The South County routes deadhead time and mileage are described in the answer to question 76 of addendum #2.
The West County route has deadhead time of five (5) minutes at the Chester stop in Plumas before returning back to Susanville on each trip and seven (7) minutes of deadhead time after the AM trip before switching to the West County Extension route and six (6) minutes after the Midday trip. There is no deadhead mileage for West County and West County Extension besides the mileage from LRB facility to first stop and back from last stop to LRB facility.
The Ed Staub fueling station is about 0.2 miles away from the LRB facility and revenue vehicles are expected to fuel up after end of service for the day.
Therefore, LTSA estimates the deadhead mileage, including fueling, for fixed routes with around 6559 miles per fiscal year and 525.6 hours.

66. Please provide/confirm the revenue miles and hours; deadhead miles and hours; and total miles and hours for these services for the past 12 months. (RFP Section V.B, page 60)

Answer: Please see answer to question 65.

67. Page 34, Section IV: Please provide revenue, deadhead and total hours and miles for the last three (3) years, by route or type of service (RFP Section IV.B.11, page 34)

Answer: Please see answer to question 65.

68. Page 41, Section D: Please clarify how many phone lines are required to be provided by the contractor. Is the contractor required to use the existing phone numbers currently in use for making reservations? (RFP Section IV.D, page 37)

    Answer: Please see answer 21 of addendum #2 and RFP Section IV.M, page 51 for telephone information services. Contractor is required to use the existing phone number as a contact number for Lassen Rural Bus. Reservations system could be set up differently, but contractor should be able to connect passengers from information number to reservation number without customer calling again.

69. Page 64, Section B: Can startup costs be shown separately from the year 1 rate on the cost proposal? Can startup costs be reimbursed at the end of the startup period? (RFP Section V.B. pages 60 to 67)

    Answer: Startup costs can be shown separately through the provided forms in RFP Section V.B, but prospective bidders need to determine how to include expenses in cost proposal. Startup expenses will not be reimbursed separately.

70. Vehicle Acceptance Standards: Will LTSA include Contractor's vehicle acceptance standards as the applicable standard against which all vehicles will be inspected, and include Contractor's vehicle acceptance agreement as an exhibit to the Agreement? Upon delivery of the vehicles to Contractor, the vehicles must be in the same condition as the condition that Contractor is required to maintain.

    Answer: LTSA would consider to include Contractor's vehicle acceptance as an exhibit to the agreement upon compliance review and approval by the LTSA.

71. Indemnification: There is broad indemnity, covering all claims and damages arising out of the performance of the contract.
    Indemnity is limited to acts not caused by the negligence of the Agency, however, will LTSA add language as to the percentage of fault?
    For damages resulting from the joint negligence of Contractor and the Agency, damages should be apportioned on a percentage of fault basis. (RFP Exhibit C)

    Answer: LTSA would consider changes of contract language in final contract negotiation.

72. Renewal terms: The Agreement may be renewed at the written option of the Agency. Will LTSA revise this language to provide for renewal upon mutual agreement of the Parties?
    Extension of the agreement should require mutual agreement. (RFP Section IV.B.10, page 33)

    Answer: LTSA will consult with contractor and would not exercise options if contractor is not willing or able to provide services for optional years. However, the LTSA at its

sole discretion may extend this agreement for up to two option periods of two years. See RFP Section IV.B.10, page 33.

73. RFP, Page 50, L. Insurance, Paragraph 2: This section states "All required insurance policies shall not be cancelled or materially changed without a thirty (30) day prior written notice to the LTSA."
Will LTSA revise this language to the following? All required insurance policies shall not be cancelled or ~~materially changed~~ without a thirty (30) day prior written notice to the LTSA.
Insurers provide notice of cancellation to third parties, but not notices of material change. (RFP Section IV.L, pages 49 and 50)

Answer: No.

74. RFP, Page 50, L. Insurance, Paragraph 3: This section states "In addition, CONTRACTOR shall procure and maintain a blanket employee fidelity bond in the amount of $10,000 as protection against theft by CONTRACTOR employee."
Will LTSA revise this language to the following? In addition, CONTRACTOR shall procure and maintain a blanket employee fidelity bond or a Commercial Crime insurance policy in the amount of $10,000 as protection against theft by CONTRACTOR employee.
Please allow for a Commercial Crime insurance policy in lieu of a blanket fidelity bond. (RFP Section IV.L, pages 49 and 50)

Answer: LTSA would consider changes of contract language in final contract negotiation.

75. Sample Agreement, D.5. Insurance, Section D.5.4: This section states "Except for automobile liability insurance, the insurance shall name the AGENCY and AGENCY's officers, employees, agents and independent contractors as additional insureds and shall include an endorsement that no cancellation or material change adversely affecting any coverage provided by the insurance may be made until twenty (20) days after written notice is delivered to AGENCY."
Will LTSA revise this language to the following? Except for ~~automobile liability~~ <u>workers compensation</u> insurance, the insurance shall name the AGENCY and AGENCY's officers, employees, agents and independent contractors as additional insureds and shall include an endorsement that no cancellation ~~or material change adversely affecting any coverage provided by the insurance~~ may be made until <u>at least</u> twenty (20) days after written notice is ~~delivered~~ <u>sent</u> to AGENCY."
Additional insured status to third parties is not commercially available. Insurers provide 30 days' notice of cancellation to third parties, but not notices of material change. The 30 days' notice of cancellation is from the date the written notice is sent, not delivered. (RFP Exhibit C)

Answer: LTSA would consider changes of contract language in final contract negotiation.

76. **Sample Agreement, D.5. Insurance, Section D.5.7:** This section states "CONTRACTOR shall not render services under the terms and conditions of this Agreement unless each type of insurance coverage and endorsement is in effect and CONTRACTOR has delivered the certificate(s) of insurance to AGENCY as previously described. If CONTRACTOR shall fail to procure and maintain said insurance, AGENCY may but shall not be required to, procure and maintain the same, and the premiums of such insurance shall be paid by CONTRACTOR to AGENCY upon demand."
Will LTSA revise this language to the following? CONTRACTOR shall not render services under the terms and conditions of this Agreement unless each type of insurance coverage and endorsement is in effect and CONTRACTOR has delivered the certificate(s) of insurance to AGENCY as previously described. If CONTRACTOR shall fail to procure and maintain said insurance, ~~AGENCY may but shall not be required to, procure and maintain the same, and the premiums of such insurance shall be paid by CONTRACTOR to AGENCY upon demand~~. CONTRACTOR shall ensure compliance immediately or AGENCY at is option may terminate the Agreement.
It is not commercially available for third parties to purchase insurance on behalf of another party. (RFP Exhibit C)

Answer: LTSA would consider changes of contract language in final contract negotiation.

77. Sample Agreement, D.5. Insurance, Section D.5.8: This section states "AGENCY shall have the right to request such further coverages and/or endorsements on the insurance as AGENCY deems necessary, at CONTRACTOR's expense. The amounts, insurance policy forms, endorsements and insurer(s) issuing the insurance shall be satisfactory to AGENCY in its sole and absolute discretion."
Will LTSA revise this language to the following? AGENCY shall have the right to request such further coverages and/or endorsements on the insurance as AGENCY deems necessary~~, at CONTRACTOR's expense~~. Changes to the insurance requirements that result in increased cost to the CONTRACTOR shall be paid as part of the Agreement with AGENCY. ~~The amounts, insurance policy forms, endorsements and insurer(s) issuing the insurance shall be satisfactory to AGENCY in its sole and absolute discretion~~.

Contractor cannot agree to purchasing any types or amounts of insurance deemed necessary after signing of the agreement. Contractor would need to determine the availability and cost of any additional coverages required prior to agreeing to compliance. (RFP Exhibit C)

Answer: LTSA would consider changes of contract language in final contract negotiation. Changed language would be similar to language in current contract under section.5.8 (Please attachment D of addendum #2 for current contract).

78. Page 3, Section B: This section states "Proposals shall comply with the specific format and order as indicated in the Request for Proposals." Please clarify the sections of the RFP that the proposal format must follow and in what order (e.g., page 3, pages 8-9, and Proposal Questionnaire). (RFP Section III.B, page 3).

Answer: Proposals must follow RFP section III.B, pages 2 to 5 and RFP section III.G, pages 7 to 9. Please follow the order on page 3 of RFP Section III.B.

79. Page 4, Section B: Please confirm that proposers' financial documents and other information marked confidential will be exempt from public disclosure. (RFP Section III.B, page 4).

Answer: As a public agency the LTSA is required to comply with the California Public Records Act. There is some ability to maintain the confidentiality, depending on nature, of certain documents. Determination of confidentiality would be determined by LTSA counsel if a specific request was submitted by the public.

This concludes the questions section, please see related attachments below

Paratransit Services

Diesel Smoke Opacity Tester

Beryl Technologies

BT 2000 J1667 Smokemeter

Meter Info

Test Date: 22 OCT 17 14:15
Meter SN: P1710218
Software: P171K
Meter mfg: 10 JAN 13
Calib date: 16 MAR 17
Calib exp: 17 MAR 18
SAE TEST #: 00079

Vehicle Test Location Info

Company: Paratransit Serves
Test Site: Paratransit Servis
Test City: Susanville
Test State: CA
Ambient Cor: ON
Air Temp: 75 [F]
Humidity: 35 [%]
Pressure: 26.02 [in]
Latitude: 40.416301
Longitude: 120.652996
Altitude: 4186.0 [ft]
Lic Plate: 1517261
VIN: 4UZADRDU7HCJC8215
Lic Unit #: 101
Eng Mfg: CUMMINS
Eng Model: ISL
Eng HP: 280 [hp]
Eng Year: 2010
Eng Mileage: 260260 [mi]
Exhaust Dia: 5.0 [in]
Exhaust kit: Y

TEST

VEHICLE TEST REPORT

SAE J1667 procedure & standards

Purges	Actual Opacity
Purge 1:	5.6 [%]
Purge 2:	4.5 [%]
Purge 3:	6.3 [%]

Tests	Actual Opacity
Test 1:	4.6 [%]
Test 2:	4.5 [%]
Test 3:	2.2 [%]
Average:	3.7 [%]
Range:	2.4 [%]

RESULTS

	std	actual		pass
min # Pur:	3	3		y
# of Tests:	3	3		y
Test Range:	5.0	2.4	[%]	y
Peak ave:	40.0	2.2	[%]AC	y
Post 0 Shf:	2.0	0.0	[%]	y
Valid Calb:	170316	180317		y

Final Result: PASS

Tester

Tester:
CCDET trained Y
CARB/CCDET #:
TVN #: 0000-0000

Tester Signature:

Printed on: 29 JAN 21 13:17

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Paratransit Services

Diesel Smoke Opacity Tester

Beryl Technologies

BT 2000 J1667 Smokemeter

Meter Info

Test Date: 22 OCT 17 14:24
Meter SN: P1710218
Software: P171K
Meter mfg: 10 JAN 13
Calib date: 16 MAR 17
Calib exp: 17 MAR 18
SAE TEST #: 00000

Vehicle Test Location Info

Company: Paratransit Serves
Test Site: Paratransit Servis
Test City: Susanville
Test State: CA
Ambient Cor: ON
Air Temp: 75 [F]
Humidity: 31 [%]
Pressure: 26.02 [in]
Latitude: 40.416301
Longitude: 120.652996
Altitude: 4186.0 [ft]
Lic Plate: 1359870
VIN: 15GGD271XC1181600
Lic Unit #: 102
Eng Mfg: CUMMINS
Eng Model: ISL
Eng HP: 280 [hp]
Eng Year: 2012
Eng Mileage: 191937 [mi]
Exhaust Dia: 5.0 [in]
Exhaust kit: Y

TEST

VEHICLE TEST REPORT

SAE J1667 procedure & standards

Purges	Actual Opacity
Purge 2:	3.2 [%]
Purge 3:	4.6 [%]
Purge 4:	0.0 [%]

Tests	Actual Opacity
Test 1:	5.1 [%]
Test 2:	5.0 [%]
Test 3:	4.8 [%]
Average:	4.9 [%]
Range:	0.2 [%]

RESULTS

	std	actual	pass
min # Pur:	3	4	y
# of Tests:	3	3	y
Test Range:	5.0	0.2 [%]	y
Peak ave:	40.0	3.0 [%]AC	y
Post 0 Shf:	2.0	0.0 [%]	y
Valid Calb:	170316	180317	y

Final Result: PASS

Tester

Tester:
CCDET trained Y
CARB/CCDET #:
TVN #: 0000-0000

Tester Signature:

Printed on: 29 JAN 21 13:16

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Monthly Individual Route Statistics

Worksheet Revised 5/8/2018

Fiscal Year 2018/2019	July	August	September	October	November	December	January	February	March	April	May	June	Total
City Route													
Fares Collected-on route	$ 1,084.50	$ 1,554.00	$ 1,100.50	$ 1,187.50	$ 1,250.50	$ 856.00	$ 1,175.50	$ 1,129.00	$ 1,286.00	$ 989.50	$ 1,180.50	$ 1,146.50	$ 13,940.00
Farebox Recovery %	8.30%	11.36%	8.70%	8.68%	9.80%	6.76%	9.00%	9.07%	9.69%	7.40%	8.83%	8.80%	8.87%
Passengers	3,082	4,021	3,528	4,733	3,589	3,347	3,508	3,420	4,191	4,155	4,095	3,023	44,692
Average Fare	$ 0.35	$ 0.39	$ 0.31	$ 0.25	$ 0.35	$ 0.26	$ 0.34	$ 0.33	$ 0.31	$ 0.24	$ 0.29	$ 0.38	$ 0.32
Vehicle Miles	4,176	4,528	4,279	4,692	4,083	4,067	4,326	3,954	4,489	4,478	4,567	4,275	51,914
Passengers Per Day	123.28	148.93	147.00	175.30	149.54	139.46	140.32	148.70	161.19	159.81	157.50	120.92	147.66
No. of Days in Operation	25	27	24	27	24	24	25	23	26	26	26	25	302
Vehicle Service Hours	280.75	304.49	264.88	304.49	268.88	264.88	280.75	257.01	288.62	292.62	292.62	279.5	3379.49
Passengers Per Service Hour	10.98	13.21	13.32	15.54	13.35	12.64	12.50	13.31	14.52	14.20	13.99	10.82	13.20
DIAL a RIDE													
Fares Collected-on route	$ 211.75	$ 243.25	$ 199.50	$ 269.50	$ 229.25	$ 80.50	$ 164.50	$ 143.50	$ 232.75	$ 138.25	$ 227.50	$ 154.00	$ 2,294.25
Farebox Recovery %	1.62%	1.78%	1.58%	1.97%	1.80%	0.64%	1.26%	1.15%	1.75%	1.03%	1.70%	1.19%	1.46%
Passengers	1,825	1,622	1,843	2,215	1,987	1,470	1,773	1,571	1,934	1,950	1,855	1,746	21,791
Average Fare	$ 0.12	$ 0.15	$ 0.11	$ 0.12	$ 0.12	$ 0.05	$ 0.09	$ 0.09	$ 0.12	$ 0.07	$ 0.12	$ 0.09	$ 0.10
Vehicle Miles	1,455	1,539	1,339	1,731	1,425	990	1,173	1,007	1,323	1,365	1,384	1,166	15,897
Passengers Per Day	73.00	60.07	76.79	82.04	82.79	61.25	70.92	68.30	74.38	75.00	71.35	69.84	72.14
No. of Days in Operation	25	27	24	27	24	24	25	23	26	26	26	25	302
Vehicle Service Hours	280.75	304.49	264.88	304.49	268.88	264.88	280.75	257.01	290.12	292.62	292.62	276.75	3378.24
Vehicle Revenue Hours	102.67	104.55	95.11	130.70	113.09	74.72	84.36	76.33	101.92	97.01	105.87	78.23	1,164.56
Passengers Per Service Hour	6.50	5.33	6.96	7.27	7.39	5.55	6.32	6.11	6.67	6.66	6.34	6.31	6.45
South Commuter													
Fares Collected-on route	$ 165.50	$ 166.50	$ 151.50	$ 375.50	$ 321.00	$ 401.50	$ 1,026.50	$ 514.00	$ 560.50	$ 313.50	$ 381.00	$ 417.00	$ 4,794.00
Farebox Recovery %	2.32%	2.30%	2.16%	5.22%	4.54%	5.78%	14.39%	7.35%	7.85%	4.35%	5.29%	5.90%	5.62%
Passengers	295	393	414	489	407	559	947	667	712	818	805	727	7,233
Average Fare	$ 0.56	$ 0.42	$ 0.37	$ 0.77	$ 0.79	$ 0.72	$ 1.08	$ 0.77	$ 0.79	$ 0.38	$ 0.47	$ 0.57	$ 0.64
Vehicle Miles	1,723	2,172	1,699	1,784	1,601	1,534	1,851	1,653	1,824	1,980	1,952	1,722	21,495
Passengers Per Day	14.05	17.09	21.79	21.26	20.35	31.06	45.10	35.11	33.90	37.18	36.59	36.35	29.15
No. of Days in Operation	21	23	19	23	20	18	21	19	21	22	22	20	249
Vehicle Service Hours	51.45	55.12	46.55	53.91	49	44.1	51.45	45.83	51.45	53.9	53.9	49	605.66
Passengers Per Service Hour	5.73	7.13	8.89	9.07	8.31	12.68	18.41	14.55	13.84	15.18	14.94	14.84	11.96
South Commuter #2													
Fares Collected-on route	$ 199.00	$ 264.00	$ 368.50	$ 290.00	$ 480.00	$ 154.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,755.50
Farebox Recovery %	2.89%	3.80%	5.45%	4.14%	7.11%	2.32%							4.29%
Passengers	344	400	432	478	384	229	-	-	-	-	-	-	2,267
Average Fare	$ 0.58	$ 0.66	$ 0.85	$ 0.61	$ 1.25	$ 0.67	$ -	$ -	$ -	$ -	$ -	$ -	$ 0.77
Vehicle Miles	1,444	1,625	1,348	1,539	1,277	1,117	-	-	-	-	-	-	8,350
Passengers Per Day	20.24	22.22	28.80	25.16	25.60	17.62	-	-	-	-	-	-	23.27
No. of Days in Operation	17	18	15	19	15	13							97
Vehicle Service Hours	41.65	44.23	36.75	46.55	36.75	31.85							237.78
Passengers Per Service Hour	8.26	9.04	11.76	10.27	10.45	7.19							9.49
Night South Commuter													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Farebox Recovery %													
Passengers	-	-	-	-	-	-	-	-	-	-	-	-	-
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Vehicle Miles	-	-	-	-	-	-	-	-	-	-	-	-	
Passengers Per Day	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of Days in Operation													
Vehicle Service Hours													
Passengers Per Service Hour													
West County													
Fares Collected-on route	$ 780.00	$ 950.00	$ 769.50	$ 863.50	$ 969.00	$ 645.00	$ 908.00	$ 811.00	$ 856.50	$ 689.00	$ 1,043.50	$ 1,132.00	$ 10,417.00
Farebox Recovery %	7.70%	9.05%	7.78%	8.18%	9.74%	6.51%	8.83%	8.12%	8.35%	6.68%	10.12%	11.23%	8.52%
Passengers	532	676	663	872	690	609	741	795	795	807	928	691	8,799
Average Fare	$ 1.47	$ 1.41	$ 1.16	$ 0.99	$ 1.40	$ 1.06	$ 1.23	$ 1.02	$ 1.08	$ 0.85	$ 1.12	$ 1.64	$ 1.20
Vehicle Miles	5,811	6,489	5,640	6,363	5,539	5,524	5,835	5,400	6,094	6,118	6,178	5,813	70,804
Passengers Per Day	21.28	25.04	27.63	32.30	28.75	25.38	29.64	34.57	30.58	31.04	35.69	27.64	29.13
No. of Days in Operation	25	27.00	24	27	24	24	25	23	26	26	26	25	302
Vehicle Service Hours	167.31	181.37	158.17	183.82	160.28	158.87	173.06	161.75	172.23	174.34	174.34	165.2	2030.74
Passengers Per Service Hour	3.18	3.73	4.19	4.74	4.30	3.83	4.28	4.91	4.62	4.63	5.32	4.18	4.33
South County to Susanville													
Fares Collected-on route	$ 237.00	$ 218.00	$ 172.50	$ 124.00	$ 157.50	$ 120.50	$ 220.50	$ 141.50	$ 283.50	$ 172.50	$ 232.00	$ 220.50	$ 2,300.00

Monthly Individual Route Statistics

Worksheet Revised 5/8/2018

Fiscal Year 2018/2019	July	August	September	October	November	December	January	February	March	April	May	June	Total
Farebox Recovery %	3.14%	2.84%	2.33%	1.62%	2.13%	1.65%	2.88%	1.91%	3.76%	2.27%	3.05%	2.96%	2.54%
Passengers	169	210	203	217	163	154	265	206	326	316	285	174	2,688
Average Fare	$ 1.40	$ 1.04	$ 0.85	$ 0.57	$ 0.97	$ 0.78	$ 0.83	$ 0.69	$ 0.87	$ 0.55	$ 0.81	$ 1.27	$ 0.89
Vehicle Miles	2,378	2,775	2,258	2,417	2,184	2,143	3,080	2,687	3,024	3,173	3,131	2,895	32,145
Passengers Per Day	8.05	9.13	10.68	9.43	8.58	8.56	12.62	10.84	15.52	14.36	12.95	8.70	10.79
No. of Days in Operation	21	23	19	23	19	18	21	19	21	22	22	20	248
Vehicle Service Hours	67.83	72.68	61.37	71.07	61.37	58.33	71.82	61.86	66.78	69.96	69.96	63.6	796.63
Passengers Per Service Hour	2.49	2.89	3.31	3.05	2.66	2.64	3.69	3.33	4.88	4.52	4.07	2.74	3.36
East County													
Fares Collected-on route	$ 23.50	$ 18.00	$ 16.00	$ 30.00	$ 37.50	$ 12.00	$ 8.00	$ 8.50	$ 36.50	$ 15.50	$ 24.00	$ 8.00	$ 237.50
Farebox Recovery %	0.31%	0.23%	0.21%	0.38%	0.49%	0.16%	0.13%	0.13%	0.57%	0.25%	0.37%	0.13%	0.28%
Passengers	15	55	71	84	58	57	6	6	20	19	32	10	433
Average Fare	$ 1.57	$ 0.33	$ 0.23	$ 0.36	$ 0.65	$ 0.21	$ 1.33	$ 1.42	$ 1.83	$ 0.82	$ 0.75	$ 0.80	$ 0.86
Vehicle Miles	2,458	2,892	2,396	2,889	2,448	2,303	689	698	862	702	877	688	19,902
Passengers Per Day	0.71	2.39	3.74	3.65	2.90	3.17	1.50	1.50	4.00	4.75	6.40	2.50	3.10
No. of Days in Operation	21	23	19	23	20	18	4	4	5	4	5	4	150
Vehicle Service Hours	71	77.5	65	77	71	65	20	19.46	25	20	25	20	555.96
Passengers Per Service Hour	0.21	0.71	1.09	1.09	0.82	0.88	0.30	0.31	0.80	0.95	1.28	0.50	0.74
Eagle Lake													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Farebox Recovery %													
Passengers	-	-	-	-	-	-	-	-	-	-	-	-	-
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Vehicle Miles	-	-	-	-	-	-	-	-	-	-	-	-	
Passengers Per Day	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of Days in Operation													
Vehicle Service Hours													
Passengers Per Service Hour													
Leavitt Lake													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Farebox Recovery %													
Passengers	-	-	-	-	-	-	-	-	-	-	-	-	-
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Vehicle Miles	-	-	-	-	-	-	-	-	-	-	-	-	
Passengers Per Day	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of Days in Operation													
Vehicle Service Hours													
Passengers Per Service Hour													
Special Routes/Events/Charters													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Farebox Recovery %													
Passengers	51	98	17	156	7	52	-	-	-	-	-	142	523
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Vehicle Miles	231	506	70	65	6	220	-	-	-	-	-	102	1,200
Passengers Per Day	8.50	16.33	17.00	78.00	7.00	13.00	-	-	-	-	-	142.00	23.49
No. of Days in Operation	6	6	1	2	1	4						1	21
Vehicle Service Hours	18.66	26.56	3.12	10	2.17	14.27						11.37	86.15
Passengers Per Service Hour	2.73	3.69	5.45	15.60	3.23	3.64						12.49	6.69

Monthly Individual Route Statistics

Worksheet Revised 5/20/2019

Fiscal Year 2019/2020	July	August	September	October	November	December	January	February	March	April	May	June	Total
City Route													
Fares Collected-on route	$ 1,350.50	$ 1,481.00	$ 1,224.50	$ 1,271.50	$ 1,143.00	$ 1,152.00	$ 1,266.00	$ 1,230.50	$ 1,190.00	$ 915.50	$ 926.00	$ 1,116.00	$ 14,266.50
Farebox Recovery %	9.91%	10.67%	9.42%	9.16%	8.90%	8.87%	9.52%	9.50%	8.75%	6.73%	7.02%	8.20%	8.89%
Passengers	3,284	4,078	3,551	3,882	3,338	3,406	3,781	3,903	3,550	2,471	2,287	2,905	40,436
Average Fare	$ 0.41	$ 0.36	$ 0.34	$ 0.33	$ 0.34	$ 0.34	$ 0.33	$ 0.32	$ 0.34	$ 0.37	$ 0.40	$ 0.38	$ 0.36
Vehicle Miles	4,539	4,561	4,127	4,712	4,057	4,131	4,332	4,043	4,503	4,439	4,200	4,453	52,097
Passengers Per Day	126.31	151.04	147.96	143.78	139.08	141.92	151.24	162.63	136.54	95.04	91.48	111.73	133.23
No. of Days in Operation	26	27	24	27	24	24	25	24	26	26	25	26	304
Vehicle Service Hours	294.62	304.24	270.91	304.49	264.88	270.38	282	269.13	293.92	293.92	278	293.92	3420.41
Passengers Per Service Hour	11.15	13.40	13.11	12.75	12.60	12.60	13.41	14.50	12.08	8.41	8.23	9.88	11.84
DIAL a RIDE													
Fares Collected-on route	$ 231.00	$ 290.50	$ 183.75	$ 187.25	$ 222.25	$ 161.00	$ 166.25	$ 117.25	$ 126.00	$ 80.50	$ 87.50	$ 115.50	$ 1,968.75
Farebox Recovery %	1.70%	2.11%	1.42%	1.35%	1.73%	1.24%	1.25%	0.91%	0.93%	0.59%	0.66%	0.85%	1.23%
Passengers	2,055	1,737	1,617	1,960	1,720	1,399	1,839	1,650	1,189	60	60	465	15,751
Average Fare	$ 0.11	$ 0.17	$ 0.11	$ 0.10	$ 0.13	$ 0.12	$ 0.09	$ 0.07	$ 0.11	$ 1.34	$ 1.46	$ 0.25	$ 0.34
Vehicle Miles	1,240	1,470	1,224	1,505	1,374	1,111	1,164	853	775	215	162	557	11,650
Passengers Per Day	79.04	64.33	67.38	72.59	71.67	58.29	73.56	68.75	45.73	2.31	2.40	17.88	51.99
No. of Days in Operation	26	27	24	27	24	24	25	24	26	26	25	26	304
Vehicle Service Hours	292.62	299.74	268.88	304.49	264.88	268.88	282	266.08	293.92	293.92	278	293.92	3407.33
Vehicle Revenue Hours	93.68	114.49	94.27	99.95	97.28	78.57	81.98	69.10	53.60	23.51	15.73	46.09	868.25
Passengers Per Service Hour	7.02	5.80	6.01	6.44	6.49	5.20	6.52	6.20	4.05	0.20	0.22	1.58	4.64
South Commuter													
Fares Collected-on route	$ 363.00	$ 409.50	$ 511.50	$ 612.50	$ 441.00	$ 866.50	$ 657.50	$ 359.00	$ 438.00	$ 148.00	$ 153.50	$ 438.50	$ 5,398.50
Farebox Recovery %	5.01%	5.60%	7.13%	8.31%	6.20%	12.07%	9.08%	5.05%	5.98%	2.03%	2.14%	6.00%	6.22%
Passengers	845	749	753	870	608	850	856	753	783	382	338	500	8,287
Average Fare	$ 0.43	$ 0.55	$ 0.68	$ 0.70	$ 0.73	$ 1.02	$ 0.77	$ 0.48	$ 0.56	$ 0.39	$ 0.45	$ 0.88	$ 0.64
Vehicle Miles	1,883	1,923	1,760	2,018	1,588	1,727	1,846	1,684	1,907	1,928	1,717	1,888	21,869
Passengers Per Day	40.24	34.05	37.65	37.83	32.00	42.50	40.76	39.63	35.59	17.36	16.90	22.73	33.10
No. of Days in Operation	21	22	20	23	19	20	21	19	22	22	20	22	251
Vehicle Service Hours	51.45	53.9	49	56.35	46.55	49	51.45	46.55	54.77	53.9	49	53.9	615.82
Passengers Per Service Hour	16.42	13.90	15.37	15.44	13.06	17.35	16.64	16.18	14.30	7.09	6.90	9.28	13.49
South Commuter #2													
Fares Collected-on route	$ -	$ 44.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 44.00
Farebox Recovery %		0.72%											0.72%
Passengers	-	51	-	-	-	-	-	-	-	-	-	-	51
Average Fare	$ -	$ 0.86	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 0.86
Vehicle Miles	-	257	-	-	-	-	-	-	-	-	-	-	257
Passengers Per Day	-	17.00	-	-	-	-	-	-	-	-	-	-	17.00
No. of Days in Operation		3											3
Vehicle Service Hours		7.35											7.35
Passengers Per Service Hour		6.94											6.94
Night South Commuter													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Farebox Recovery %													
Passengers	-	-	-	-	-	-	-	-	-	-	-	-	-
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Vehicle Miles	-	-	-	-	-	-	-	-	-	-	-	-	
Passengers Per Day	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of Days in Operation													
Vehicle Service Hours													
Passengers Per Service Hour													
West County													
Fares Collected-on route	$ 1,111.00	$ 1,107.50	$ 810.00	$ 897.50	$ 783.00	$ 919.00	$ 804.00	$ 902.00	$ 739.50	$ 481.50	$ 594.50	$ 888.50	$ 10,038.00
Farebox Recovery %	10.68%	10.45%	7.95%	8.38%	7.71%	9.07%	7.74%	8.98%	6.93%	4.60%	5.81%	8.20%	8.04%
Passengers	690	768	700	830	621	615	720	721	547	332	374	558	7,476
Average Fare	$ 1.61	$ 1.44	$ 1.16	$ 1.08	$ 1.26	$ 1.49	$ 1.12	$ 1.25	$ 1.35	$ 1.45	$ 1.59	$ 1.59	$ 1.37
Vehicle Miles	6,077	6,275	5,578	6,353	5,510	5,656	5,961	5,657	6,268	6,161	5,912	6,357	71,765
Passengers Per Day	26.54	28.44	29.17	30.74	25.88	25.63	28.80	30.04	21.04	12.73	14.96	21.46	24.62
No. of Days in Operation	26	27.00	24	27	24	24	25	24	26	26	25	26	304
Vehicle Service Hours	171.88	179.26	163.66	183.58	162.45	161.4	171.48	158.36	181.89	174.56	165.4	188.52	2062.44
Passengers Per Service Hour	4.01	4.28	4.28	4.52	3.82	3.81	4.20	4.55	3.01	1.90	2.26	2.96	3.63
South County to Susanville													
Fares Collected-on route	$ 237.00	$ 281.50	$ 218.00	$ 229.50	$ 182.50	$ 171.50	$ 202.50	$ 179.50	$ 121.00	$ 80.50	$ 98.00	$ 89.50	$ 2,091.00

Monthly Individual Route Statistics

Worksheet Revised 5/20/2019

Fiscal Year 2019/2020	July	August	September	October	November	December	January	February	March	April	May	June	Total
Farebox Recovery %	3.10%	3.64%	2.88%	2.94%	2.44%	2.27%	2.57%	2.36%	1.53%	1.02%	1.27%	1.14%	2.26%
Passengers	186	258	288	293	236	189	318	324	230	35	45	75	2,477
Average Fare	$ 1.27	$ 1.09	$ 0.76	$ 0.78	$ 0.77	$ 0.91	$ 0.64	$ 0.55	$ 0.53	$ 2.30	$ 2.18	$ 1.19	$ 1.08
Vehicle Miles	3,074	3,242	3,031	3,554	2,937	2,942	3,151	2,910	3,360	3,068	2,810	3,096	37,175
Passengers Per Day	8.86	11.73	14.40	12.74	12.42	9.45	14.45	17.05	10.45	1.59	2.25	3.41	9.90
No. of Days in Operation	21	22	20	23	19	20	22	19	22	22	20	22	252
Vehicle Service Hours	66.78	69.96	63.6	73.14	60.42	63.6	75.68	65.36	75.91	75.68	68.8	75.68	834.61
Passengers Per Service Hour	2.79	3.69	4.53	4.01	3.91	2.97	4.20	4.96	3.03	0.46	0.65	0.99	3.02
East County													
Fares Collected-on route	$ 11.00	$ 14.00	$ 2.00	$ 17.00	$ 16.00	$ -	$ 24.00	$ 13.50	$ 22.00	$ 9.00	$ 11.00	$ 4.00	$ 143.50
Farebox Recovery %	0.17%	0.21%	0.03%	0.26%	0.25%		0.37%	0.21%	0.34%	0.14%	0.17%	0.06%	0.18%
Passengers	12	22	6	21	19	16	30	17	16	13	15	7	194
Average Fare	$ 0.92	$ 0.64	$ 0.33	$ 0.81	$ 0.84	$ -	$ 0.80	$ 0.79	$ 1.38	$ 0.64	$ 0.73	$ 0.57	$ 0.70
Vehicle Miles	733	978	674	723	828	817	1,047	857	860	838	1,061	871	10,287
Passengers Per Day	3.00	3.67	1.50	5.25	4.75	4.00	6.00	4.25	4.00	3.50	3.00	1.75	3.72
No. of Days in Operation	4	6	4	4	4	4	5	4	4	4	5	4	52
Vehicle Service Hours	21	31.5	20	20	20	20	25	20	20	20	25	20	262.5
Passengers Per Service Hour	0.57	0.70	0.30	1.05	0.95	0.80	1.20	0.85	0.80	0.70	0.60	0.35	0.74
Eagle Lake													
Fares Collected-on route	$ 18.00	$ 9.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 27.00
Farebox Recovery %	0.30%	0.15%											0.23%
Passengers	6	3	-	-	-	-	-	-	-	-	-	10	19
Average Fare	$ 3.00	$ 3.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3.00
Vehicle Miles	92	90	-	-	-	-	-	-	-	-	-	87	269
Passengers Per Day	6.00	3.00	-	-	-	-	-	-	-	-	-	10.00	4.50
No. of Days in Operation	1	1										1	3
Vehicle Service Hours	4.33	3.42										4.13	11.88
Passengers Per Service Hour	1.39	0.88										2.42	1.13
Leavitt Lake													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Farebox Recovery %													
Passengers	-	-	-	-	-	-	-	-	-	-	-	-	-
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Vehicle Miles	-	-	-	-	-	-	-	-	-	-	-	-	
Passengers Per Day	-	-	-	-	-	-	-	-	-	-	-	-	-
No. of Days in Operation													
Vehicle Service Hours													
Passengers Per Service Hour													
Special Routes/Events/Charters													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Farebox Recovery %													
Passengers	37	-	-	116	-	121	-	7	-	-	-	-	281
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Vehicle Miles	85	-	-	40	-	195	-	4	-	-	-	-	324
Passengers Per Day	18.50	-	-	58.00	-	40.33	-	7.00	-	-	-	-	10.32
No. of Days in Operation	2			2		3		1					8
Vehicle Service Hours	4.57			11.32		16.03		0.7					32.62
Passengers Per Service Hour	8.10			10.25		7.55		10.00					2.99

Monthly Individual Route Statistics

Worksheet Revised 7/7/2020

Fiscal Year 2020/2021	July	August	September	October	November	December	January	February	March	April	May	June	Total
City Route													
Fares Collected-on route	$ 893.00	$ 1,010.00	$ 1,053.50	$ 935.00	$ 638.00	$ 731.00							$ 5,260.50
Farebox Recovery %	6.42%	7.37%	7.81%	6.67%	4.96%	5.42%							6.44%
Passengers	2,752	2,541	2,917	2,881	2,413	2,088							15,592
Average Fare	$ 0.32	$ 0.40	$ 0.36	$ 0.32	$ 0.26	$ 0.35							$ 0.34
Vehicle Miles	4,550	4,416	4,307	4,622	3,934	4,340							26,169
Passengers Per Day	105.85	97.73	116.68	106.70	104.91	83.52							102.57
No. of Days in Operation	26	26	25	27	23	25							152
Vehicle Service Hours	297.92	289.92	282	301.84	258.16	282							1711.84
Passengers Per Service Hour	9.24	8.76	10.34	9.54	9.35	7.40							9.11
DIAL a RIDE													
Fares Collected-on route	$ 180.25	$ 210.00	$ 213.50	$ 117.25	$ 136.50	$ 187.25							$ 1,044.75
Farebox Recovery %	1.29%	1.53%	1.58%	0.84%	1.06%	1.39%							1.28%
Passengers	910	1,018	1,041	1,077	780	358							5,184
Average Fare	$ 0.20	$ 0.21	$ 0.21	$ 0.11	$ 0.18	$ 0.52							$ 0.24
Vehicle Miles	1,146	1,110	1,125	1,018	790	832							6,021
Passengers Per Day	35.00	39.15	41.64	39.89	33.91	14.32							33.99
No. of Days in Operation	26	26	25	27	23	25							152
Vehicle Service Hours	297.92	289.92	282	301.84	258.16	282							1711.84
Vehicle Revenue Hours	75.23	121.57	84.13	80.98	143.39	122.94							628.24
Passengers Per Service Hour	3.05	3.51	3.69	3.57	3.02	1.27							3.02
South Commuter													
Fares Collected-on route	$ 291.50	$ 320.50	$ 365.50	$ 282.50	$ 363.00	$ 172.00							$ 1,795.00
Farebox Recovery %	3.90%	4.36%	4.97%	3.81%	5.10%	2.34%							4.08%
Passengers	485	526	550	412	333	216							2,522
Average Fare	$ 0.60	$ 0.61	$ 0.66	$ 0.69	$ 1.09	$ 0.80							$ 0.74
Vehicle Miles	1,941	1,813	1,826	1,882	1,573	1,779							10,814
Passengers Per Day	21.09	25.05	26.19	18.73	18.50	10.29							19.97
No. of Days in Operation	23	21	21	22	18	21							126
Vehicle Service Hours	56.35	51.45	51.45	53.9	42.88	51.45							307.48
Passengers Per Service Hour	8.61	10.22	10.69	7.64	7.77	4.20							8.19
South Commuter #2													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -							$ -
Farebox Recovery %													
Passengers	-	-	-	-	-	-							-
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -							$ -
Vehicle Miles	-	-	-	-	-	-							
Passengers Per Day	-	-	-	-	-	-							-
No. of Days in Operation													
Vehicle Service Hours													
Passengers Per Service Hour													
West County Extension													
Fares Collected-on route	$ -	$ -	$ -	$ 1.00	$ 1.00	$ -							$ 2.00
Farebox Recovery %				0.09%	0.10%								0.06%
Passengers	-	-	-	5	3	1							9
Average Fare	$ -	$ -	$ -	$ 0.20	$ 0.33	$ -							$ 0.18
Vehicle Miles	-	-	-	990	952	1,040							2,982
Passengers Per Day	-	-	-	0.25	0.16	0.05							0.15
No. of Days in Operation				20	19	21							60
Vehicle Service Hours				40.6	38.57	42.63							121.8
Passengers Per Service Hour				0.12	0.08	0.02							0.07
West County													
Fares Collected-on route	$ 875.50	$ 1,023.50	$ 985.50	$ 1,010.50	$ 792.00	$ 781.50							$ 5,468.50
Farebox Recovery %	8.15%	8.95%	8.54%	8.58%	7.74%	7.36%							8.22%
Passengers	460	507	567	634	466	437							3,071
Average Fare	$ 1.90	$ 2.02	$ 1.74	$ 1.59	$ 1.70	$ 1.79							$ 1.79
Vehicle Miles	6,024	6,244	6,207	8,904	5,590	6,135							39,104
Passengers Per Day	20.00	19.50	22.68	23.48	20.26	17.48							20.57
No. of Days in Operation	23	26.00	25	27	23	25							149
Vehicle Service Hours	178.75	204.51	208.66	217.56	159.66	174.05							1143.19
Passengers Per Service Hour	2.57	2.48	2.72	2.91	2.92	2.51							2.69
South County to Susanville													
Fares Collected-on route	$ 46.00	$ 84.50	$ 102.50	$ 83.50	$ 87.50	$ 91.50							$ 495.50

Monthly Individual Route Statistics

Worksheet Revised 7/7/2020

Fiscal Year 2020/2021	July	August	September	October	November	December	January	February	March	April	May	June	Total
Farebox Recovery %	0.57%	1.07%	1.30%	1.04%	1.13%	1.16%							1.04%
Passengers	77	85	92	78	67	88							487
Average Fare	$ 0.60	$ 0.99	$ 1.11	$ 1.07	$ 1.31	$ 1.04							$ 1.02
Vehicle Miles	3,236	2,974	2,972	3,120	2,755	2,998							18,055
Passengers Per Day	3.35	4.05	4.38	3.55	3.53	4.19							3.84
No. of Days in Operation	23	21	21	22	19	21							127
Vehicle Service Hours	79.12	72.24	72.24	75.68	66.09	72.24							437.61
Passengers Per Service Hour	0.97	1.18	1.27	1.03	1.01	1.22							1.11
East County													
Fares Collected-on route	$ 11.00	$ 1.00	$ 6.00	$ 18.00	$ 13.00	$ 6.00							$ 55.00
Farebox Recovery %	0.16%	0.02%	0.09%	0.27%	0.20%	0.09%							0.14%
Passengers	14	8	10	24	12	7							75
Average Fare	$ 0.79	$ 0.13	$ 0.60	$ 0.75	$ 1.08	$ 0.86							$ 0.70
Vehicle Miles	1,078	863	863	1,032	629	645							5,110
Passengers Per Day	2.80	2.00	2.50	4.80	4.00	2.33							3.07
No. of Days in Operation	5	4	4	5	3	3							24
Vehicle Service Hours	26.05	20	20	24.03	14.25	14.25							118.58
Passengers Per Service Hour	0.54	0.40	0.50	1.00	0.84	0.49							0.63
Eagle Lake													
Fares Collected-on route	$ 25.00	$ 25.50	$ 25.00	$ 25.00	$ -	$ -							$ 100.50
Farebox Recovery %	0.41%	0.42%	0.41%	0.41%									0.41%
Passengers	10	10	10	10	-	-							40
Average Fare	$ 2.50	$ 2.55	$ 2.50	$ 2.50	$ -	$ -							$ 2.51
Vehicle Miles	84	91	84	92	-	-							351
Passengers Per Day	10.00	10.00	10.00	10.00	-	-							10.00
No. of Days in Operation	1	1	1	1									4
Vehicle Service Hours	3.87	3.87	4.12	4.12									15.98
Passengers Per Service Hour	2.58	2.58	2.43	2.43									2.51
City Route Express													
Fares Collected-on route	$ -	$ -	$ -	$ 63.50	$ 26.50	$ 120.00							$ 210.00
Farebox Recovery %				2.24%	0.98%	4.02%							2.41%
Passengers	-	-	-	211	169	185							565
Average Fare	$ -	$ -	$ -	$ 0.30	$ 0.16	$ 0.65							$ 0.37
Vehicle Miles	-	-	-	1,507	1,434	1,611							4,552
Passengers Per Day	-	-	-	10.55	8.89	8.81							9.42
No. of Days in Operation				20	19	21							60
Vehicle Service Hours				106.4	101.08	111.72							319.2
Passengers Per Service Hour				1.98	1.67	1.66							1.77
Special Routes/Events/Charters													
Fares Collected-on route	$ -	$ -	$ -	$ -	$ -	$ -							$ -
Farebox Recovery %													
Passengers	-	-	-	-	-	39							39
Average Fare	$ -	$ -	$ -	$ -	$ -	$ -							$ -
Vehicle Miles	-	-	-	-	-	36							36
Passengers Per Day	-	-	-	-	-	-							-
No. of Days in Operation													
Vehicle Service Hours													
Passengers Per Service Hour													