



# ALLEGANY COUNTY DEPARTMENT OF PUBLIC WORKS

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Elizabeth Harper,  
Transit Division Chief

BOARD OF COUNTY COMMISSIONERS

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TO: Pre-Bid Meeting Attendees

FROM: Elizabeth Harper, Transit Division Chief **EH**

CC: Adam Patterson, P.E., Allegany County Director of Public Works  
File

DATE: January 7, 2022

RE: Request for Proposal (RFP): AVL – APC  
Reservation, Scheduling, and Dispatch Software for Fixed Route and Demand Response  
Addendum #2

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Bids are due **TUESDAY, January 18, 2022, at 3:00 P.M.**, local time, at the County Commissioners' Office, Suite 407, 701 Kelly Road, Cumberland, Maryland. Note, this is a change from the original RFP.

Prospective Bidder **MUST** sign this form and email an electronic copy to [erobison-harper@alleganygov.org](mailto:erobison-harper@alleganygov.org).

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Name of Corporation

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Signature

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Date

## QUERIES

- | Sl. No. | Category | Query   |
|---------|----------|---|
| 1       | General  | Does ACT have an existing Automated Passenger Counting (APC) system or any other existing hardware installed on bus? If so, we request ACT to share with us the make and model of the system  |
| 2       | General  | What kind of solution/technology for APC is expected by ACT? We request ACT to provide more clarity on the APC scope and features   |
| 3       | General  | We understand that 15 Points are allotted to APC Features in Technical Proposal Evaluation, we request ACT to elaborate on how these 15 marks will be allotted to a proposed solution?  |
| 4       | General  | We request ACT please provide the number of vehicles for fixed route and paratransit vehicles?  |
| 5       | General  | Did ACT defined the routes and number of buses identified for On Demand service?  |
| 6       | General  | How does ACT's current eligibility system work for paratransit riders and would the respondent be required to integrate with that eligibility system or just receive a qualified list of paratransit riders that could be input into the booking system?  |
| 7       | General  | How many stops are in the fixed route system?   |
| 8       | General  | We understand that ACT will provide the connectivity/internet connection/cellular services, for the deployed devices, we request ACT to please confirm our understanding.   |
| 9       | General  | We request ACT to share additional specification, quantity, and more details of each and every hardware required under the tender? We request the ACT to please provide exact details of the hardware required as it can affect the financial proposal.   |
| 10      | General  | How many vehicles per day would be tentatively available for installation of the hardware?  |
| 11      | General  | Integration and migration of the new system with the existing system is required, kindly provide clarity on number of existing hardware installed and software to be integrated? What is the volume and the type of data to be migrated? We request ACT to provide more details on the existing system. |
| 12      | General  | Does the bidder have to provide man power in the operating workstation? If yes, please share the number of manpower or users required. We   |

- request the authority to provide more information
- 13 General Provide or integrate with trip-planning, what are the integration touch points required under this requirement? We request ACT to provide more information
- 14 General The proposed ITS solution must have successfully operated in at least three similar transit agencies in the last five years. What is meant by similar transit agencies in this context? We request ACT to provide more clarity.
- 15 General Across the RFP, it has been mentioned as "Demand Response Software". However, the use case or what exactly ACT mean by Demand Response Software is not clear. Is ACT looking for a solution where their fixed routes are converted to on demand or real time Dynamic Scheduling? What is the existing fare collection solution that the ACT is having, Does ACT also require Fare collection solution, if not can a bidder suggest one?
- 16 General
- Section 4: Scope of Work:  
4.4 - Functional Specifications - Automated Demand Response
- 17 Transportation - Management System.:  
Allegany County Transit requires a product that is based in Windows format.
- 18 General We understand that the ACT preferred CSP should be Microsoft Azure provider as the requirement is for a product that is windows based, does ACT have any preferred CSP provider? We request ACT to confirm our understanding.  
We would also like to mentioned that the requirement is for a cloud-based solution and it should be compatible with any cloud service like Azure, AWS etc.  
Does ACT have Passenger Announcement System installed in the vehicles, if not, does the bidder also has to provide a solution for Passenger Announcement? We request ACT to provide more information. If ACT does have the PA system installed, does the bidder has to propose a solution which integrates the existing PA system? We request to share more details of the same, also share the make and model of the PA system.
- 19 Section 4: Scope of Work:  
4.8 - Maintenance and Quality Assurance: Allegany County Transit requires that the contractor provide in-house maintenance service for one year, renewable for additional years.
- In the maintenance service period, how many and what type of resources ACT expects to be deployed for the tasks? We request ACT to provide more clarity

20	<p>SECTION 5 - EVALUATION AND SELECTION CRITERIA: 5.3 Technical Proposal (100 pts): 5.3.3 Implementation plan and due dates (20 pts)</p>	<p>What is the projected/expected implementation timeline of the ACT for the tender? We request ACT to please provide more information.</p>
21	<p>SECTION 5 - EVALUATION AND SELECTION CRITERIA: 5.3 Technical Proposal (100 pts): 5.3.4 Qualifications of team staff (10 pts)</p>	<p>What are the qualifications criteria required for the proposed team staff and how many and type of resource CVs are to be submitted along with the proposal? We request to provide more information</p>
22	<p>Attachment A: Scope of Services: GIS</p>	<p>Are ESRI and Google are the only preferred map providers or the bidder can propose any other mapping solution? We request ACT to provide more clarification</p>
23	<p>SECTION 3 – TECHNICAL PROPOSAL PREPARATION AND FORMAT: 3.3 - Technical Proposal Format (One Original and Three Copies): Experience on Similar Projects (Client References): 5: Description of Organization and Qualifications</p>	<p>We understand by this clause that the ACT requires citations/project brief of the bidder in CAD/AVL based planning and dispatch software/solutions which are most relevant to the requirement of the tenderer. The citations/project brief will contain the project overview, details of the client, installed software, no. of daily trips fixed or on demand any installation issues, and custom features or extensive report capabilities. We request ACT to please confirm our understanding</p>
24	<p>SECTION 3 – TECHNICAL PROPOSAL PREPARATION AND FORMAT: 3.3 - Technical Proposal Format (One Original and Three Copies): Experience on Similar Projects (Client References): 5: Description of Organization and Qualifications</p>	<p>We understand by this clause that the ACT requires experience of the bidder in CAD/AVL based planning and dispatch software/solution, we request ACT to please confirm our understanding.</p>

## **RFP No. 101 Allegany County Transit Addendum 2 - Answers to Queries from AMNEX**

- 1) No.
- 2) See Schedule A beginning on page 14.
- 3) See Section 5 for a description of points – Individual descriptions of vendor features will be rated.
- 4) See Chart Provided in Addendum 1.
- 5) See Chart Provided in Addendum 1.
- 6) An application process determines eligibility. The new contractor is required to integrate all existing data.
- 7) We are a flag system. Customers can be anywhere along a designated route to flag down a bus.
- 8) Yes.
- 9) See Attachment A Recommended Hardware. Vendors may submit more than one (1) option if so desired.
- 10) Two to three buses can be held in the shop at any given time. Vehicles will be switched out as needed.
- 11) Hardware and Software provided for Twenty-two (22) buses and five (5) dispatch workstations. Allegany County Transit requires all data history concerning passengers, trips, and funding sources. We have 2,828 registered passengers and provide an average of 105 trips per day.
- 12) Manpower is needed for training purposes only.
- 13) Allegany County Transit requires all data history concerning passengers, trips, and funding sources. We have 2,828 registered passengers and provide an average of 105 trips per day.
- 14) Provide ACT with agency names you have successfully implemented your system within the past five years.
- 15) Allegany County wants scheduling, dispatch, and tracking software for Demand Response. We want tracking and passenger counting for the fixed route. Fixed Routes and Demand Response are two (2) separate entities within our system. The two (2) system need to be managed separately.
- 16) We do not have electronic fareboxes and are not interested in pursuing electronic fareboxes.
- 17) See Attachment A – Compatible with GTFS or approved equal.
- 18) We do not currently have passenger counters; however, we have a PA System installed by Ford (OEM) parts – Please provide a solution for announcements using the PA System.
- 19) Bidder should elaborate on the maintenance capacities as listed in section 4.8.1. Specifically, the bidder can provide a breakdown of available resources as a part of item number 4 in this section.
- 20) Allegany County will score the bidder on their respective implementation plan. An implementation plan is required by the bidder per section 4.5.1 item no. 2.
- 21) Please provide appropriate information that clearly illustrates the competency of the team staff—similar projects, staff qualifications, etc.
- 22) Must be compatible for use with ESRI and Google or approved equal.
- 23) CAD (Computer Aided Dispatch) – All requirements are specified within the RFP. Your description is a short paragraph to our two pages. You have captured the concept. Please refer to the RFP for further description.
- 24) CAD (Computer Aided Dispatch) – Same answer as #23. Please refer to the RFP for further description.