

# ADA Assessment and Evaluation

## RFP# BATA-1-2020

### RFP Questions Submitted by March 6, 2020 with BATA's Response

- 1) Regarding Attachment D Federal Contract Clauses: Does this assume that the contract amount will be for \$150,000 or less, or that we as the contractor, will abide by the requirements stated within the Contract Clauses?**

*The form (Attachment D) is provided by Michigan Department of Transportation for inclusion in Requests for Proposals for transit authorities whose grant award is \$150,000 or less. Also, by signing this form, the contractor agrees to abide by the contract clause requirements.*

- 2) Is there an overarching reason that BATA is conducting this assessment?**

*Yes, the intention of the ADA Assessment and Evaluation project is to complete a critical review of all BATA operations and services through the lens of the Americans with Disabilities Act. In the spirit of the ADA and BATA's commitment to providing best practice services for all constituents, this project will create a blueprint for future service development. BATA has consistently passed all MDOT audits for ADA compliance.*

- 3) What has been the growth of your demand for paratransit by passengers with disabilities?**

*BATA's Demand-Response 'Link' service provides Complementary Paratransit to persons with disabilities. BATA does not have a stand-alone Paratransit service. Here is a snapshot on ridership data collected from the use of Disability Reduced Fare Cards:  
(Note: In June 2018, BATA launched the Bayline Route, a high frequency fare-free service that is also our highest performing route. As it is fare-free, Disability Reduced Fare cards are not typically presented and this impacts the data negatively)*

	Total Ridership	Disability Ridership	Percentage of Total
2017	506,026	129,346	26%
2018	532,667	102,233	19%
2019	591,307	90,351	15%

- 4) To what extent do passengers with disabilities ride your fixed route services?**

	Total Fixed Route	Total Fixed Route Disability	Percentage
2017	380,895	63,275	17%
2018	376,384	36,867	10%
2019	288,146	27,952	10%

- 5) How accessible is the streetscape/physical infrastructure in the community?**

*Accessibility varies throughout our rural two-county region. While 96% of our fleet of 86 vehicles have access lifts, constituents are challenged using fixed route bus routes in areas without sidewalks and rural road hazards and winter weather conditions also play a factor in access.*

**6) Do you currently offer any kind of travel training or transit orientation training to passengers with disabilities?**

*Yes, travel training is offered through the regional Senior Center Network 'BATA Buddies' program, Mobility Management Center, ongoing BATA Ride-Along events, and Disability Network Northern Michigan services for independent living.*

**7) Do you have any concerns that your paratransit system may be reaching capacity?**

*Yes. BATA does not have a stand-alone Paratransit service. We utilize our Demand-Response service for Complementary Paratransit with a basic approval process that verifies riders with a disability for our Disability Reduced Fare program but does not include in-person assessments to determine rider inability to access our Fixed Route service. Our Demand-Response service provides transit for all trip purposes. Here is a snapshot showing an overall increase of denials:*

Year	Total Rides Denied
2017	7,349
2018	8,159
2019	10,407

**8) What reservation, routing and scheduling do you use for paratransit now?**

*BATA's current dispatch technology is Easy Rides/Synchromatics. BATA has recently contracted with TransLoc/Ford Mobility to implement their technology in a Traverse City centric pilot for On-Demand micro-transit, launching this summer.*

**9) Do you have any external factors that are driving a completion date or deadline for this project?**

*No. The ADA Assessment is not directly connected to another endeavor or external concern.*

**10) Do you have any FTA letters of finding or other regulatory or legal actions relating to compliance with the ADA?**

*No, BATA consistently passes the MDOT audits for ADA compliance.*

**11) The scope for the ADA Assessment and Evaluation RFP includes significant aspects of ADA compliance for Title II agencies (self-evaluation of facilities and programs with Transition Plan report) and also to meet very specific FTA requirements related to paratransit. Is one or the other of these compliance issues deemed to be the primary focus of the report by BATA? If so, which one does BATA anticipate being the primary focus of the project, with supporting information from the other being included in the final deliverable?**

*Neither are the primary focus for the ADA Assessment, and both are important to the overall scope of this project.*

**12) The RFP provides data for "Disability Passenger Trips" for 2019. Is this total disability trips on both the Link and Loop services? Or is that only trips on the Link services? Is there disaggregated data showing disability passenger trips on the different services particularly disability passenger trips on City Link vs. disability passenger trips on the Village Link?**

*The data provided on Page 3 of the RFP is combined rides for both Link and Loop services. Further data breakouts will be made available during the assessment process.*

**13) The data for “Senior Passenger Trips” for 2019: Does this include the COAST trips? If not, what were the total passenger trips on the COAST service for 2019?**

*Yes, COAST trips are included in the RFP data on Page 3. The breakout data for COAST trips in 2019 was 3,023. COAST is a contracted service to the Grand Traverse County Commission on Aging for their membership.*

**14) Fixed route service in the rural area is branded as Village Loops. Do all these rural Loops operate as route deviation/flex route?**

*Yes, all Village Loop routes provide  $\frac{3}{4}$  mile deviation/flex.*

**15) We did not see the Link application form on the website. Can this form be provided?**

*There is no application to reserve rides on BATA Link Service. Applications are used for Reduced Fare programs. Also, Commission on Aging uses an internal approval process for members to access the COAST transit service.*

**16) Under Task 3 – Field Access, is the intent of the field assessment to conduct an ADA assessment of all bus stops or just to include generalized field observations?**

*The assessment process will require field observation of a spectrum of bus stops, not all bus stops. BATA staff will provide information to guide the consultant on this task.*

**17) How many bus stops does BATA currently maintain?**

*BATA has 299 duplicated bus route stops (some stops serve several route numbers) and an accurate count of individually maintained stops will be available during the assessment process. Amenities vary. All bus stops have signage on a transit pole. Other amenities available at various bus stops may include benches, pole seats, Adirondack chairs (seasonal), solar lights, shelters, schedule information, and paved connector pads for wheelchair lifts and accessibility.*

**18) Can BATA provide its budget for this consulting assistance?**

*The project team is unable to share budget information during the Request for Proposals solicitation process.*

**19) Please provide further clarification about BATA’s documentation requirements for this project, including whether some task findings may be presented as spreadsheets or slide decks. May individual task deliverables be combined into a final summary?**

*Presentations on deliverables is open to formats that lend the best demonstration of assessment outcomes and will be discussed at the start of the assessment process. The consultant will be required to submit individual summary reports on each task with ADA highlights as mentioned in the RFP. The final summary will present a condensed version combining all deliverables, ADA highlights and recommendations.*

**20) If multiple submissions are received, does BATA anticipate establishing a short list and conducting interviews?**

*Please refer to RFP Section 2.12 and 2.16 for relevant award process. It is our intention to identify the top candidate without subsequent interviews. In the scenario that the Proposal Review Committee identifies more than one top candidate, those consultants will be scheduled for a clarifying interview, but no new information will be requested or discussed beyond the current content of the proposals submitted by the consultants.*

**21) How will this effort interact with the Transit Master Plan?**

*There are no plans at this time for the ADA Assessment consultation to interact with the Transit Master Plan process but it is expected that the ADA Assessment will ultimately inform the Transit Master Plan.*

**22) Is the price proposal required to comply with federal acquisition regulation (FAR) part 31 (federal cost principles for-profit entities)?**

*MDOT-OPT/Office of Passenger Transportation has verified that Attachment D: Federal Clauses – Professional and A & E Less Than \$150,000 is the operable document for procurement.*

**23) Do rates need to be based on raw direct pay rate times overhead?**

*This RFP provides no guidelines or restrictions on the method of cost analysis for proposals.*

**24) Can profit be applied to rate inclusive of overhead?**

*This RFP provides no guidelines or restrictions on the method of cost analysis for proposals.*

**25) Will there be interviews for the top candidates and when would those interviews be held?**

*Please see Question/Answer #20.*

**26) On Page 6, Section 2.3 Proposal Requirements, there are two items listed as Section 4. Should proposers format their proposals with the Price Proposal Form as Section 5 and Attachment D as Section 6 instead?**

*Our apologies for the typo. Yes, as suggested, the RFP has been revised accordingly:*

*Section 4: Qualifications...*

*Section 5: Price Proposal...*

*Section 6: Signed Federal...*

*Proposals will not be disqualified on this minor issue of numeration.*

Thank you for your interest and clarifying questions. No further information will be posted regarding RFP #BATA-1-2020.