



ADDENDA #1 RFP # PT-21-1 FOR THE OPERATION OF TRAILHEAD SHUTTLE & MICROTRANIST SERVICES

DATED: 09/16/2021

The following information is provided to the potential Proposers for the above-named RFP and shall become a part thereof pursuant to Section 5.5.15.1 of RFP # PT-21-1. No consideration shall be allowed due to any potential Proposer not being aware of or familiar with this addendum. The Proposer must acknowledge receipt of this addendum on the Addendum Acknowledgment Form (Exhibit 1) and submit the form with their proposal in order for the Proposal to be deemed acceptable. This addendum shall form part of the RFP Solicitation and is to be read, interpreted, and coordinated with all other parts. The following revisions supersede the information contained in the original instructions and specifications issued for the above name project. This Addendum # 1 contains twelve (12) pages in total, with the following attachments:

Exhibit 1: Addendum Acknowledgement Form

Appendix A_ RFP PT-21-1_Revised 09-16-21

Appendix D_ RFP PT-21-1_Proposed Facilities Floor Plans_Sq Footage_221 Brewer Rd

Appendix E_ RFP PT-21-1_Proposed Facilities Floor Plans_Sq Footage_55 Sinagua Dr

The purpose of this Addendum is to make the following change(s):

| SECTION | ACTION | ADDITIONS / DELETIONS / MODIFICATIONS |
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| 2.5 | CHANGE TO READ | 2.5 Project Objectives - <i>fifth paragraph</i> : As planned, the Trailhead shuttle service would become fully operational in March of 2022. Due to vehicle manufacturing delays, it is anticipated that the Microtransit service will not start until late June or early July of 2022. |
| 3.2.2 3.2.3 3.2.4 | ADD | 3.2.2 CITY at its sole expense shall be responsible for providing and maintaining an office-based phone system during the initial implementation and throughout the life of this contract. The system shall be capable of: <ol style="list-style-type: none">1. Audio recording of all in coming and out going calls.2. Stacking calls3. Monitoring and reporting on hold times4. Teletypewriters (TTY) Compliant 3.2.3 CITY at its sole expense shall be responsible for the following during the initial implementation of the CAD / AVL system and |



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| | | <p>throughout the life of this contract:</p> <ol style="list-style-type: none"> 1. Initial installation and replacement of all hardware (mobile data terminals, AVL Equipment, vehicle antennas) and other equipment required to operate the CITY'S CAD AVL system. 2. All required user licensing, maintenance agreement Etc. <p>3.2.4 Initial training for CONTRACTOR personal on all office-based phone, CAD / AVL and communications systems shall be provided by CITY staff or the CITY's vendor. Additional remote training on these systems shall be provided to its personnel upon CONTRACTOR's request.</p> |
| 3.3.1.1 3.3.1.2 | ADD | <p>3.3.1.1 CITY at its sole expense shall be responsible for the following during the initial implementation and throughout the life of this contract:</p> <ol style="list-style-type: none"> 1. Initial installation and replacements for the Diamond fare box(s) as required. 2. Initial installation and replacement of all hardware (mobile data terminals, digital readers, other) 3. All required user licensing, maintenance agreement Etc. for the digital pass software solutions. <p>3.3.1.2 Initial training for CONTRACTOR personal on all digital pass software systems shall be provided by CITY's vendor. Additional remote training shall be provided to its personnel upon CONTRACTOR's request</p> |
| 3.4.1 | CHANGE TO READ | <p>3.4.1 The CITY shall provide to CONTRACTOR and maintain at its sole expense a facility sufficient to support, vehicle storage, washing, disinfecting, a driver reporting location, communications / dispatch, driver training, administrative activities, and an employee break area. The CITY is currently considering two properties that shall be used for this purpose and shall make a final determination prior to awarding the contract. The floor plans and square footage of these proposed facilities can be found in Appendix D (Brewer Rd) & E (Sinagua Dr) Note: <i>For the Property at 221 Brewer RD, please refer to the floor plan for the south building.</i></p> <p><i>For specific information on both CITY and CONTRACTOR responsibilities relating to the facility, please refer to the scope of work in Section 4.0 of this RFP.</i></p> |
| 3.4.1.1 | ADD | <p>3.4.1.1 CITY shall complete basic improvements to the FACILITY (e.g., flooring / paint) and other repairs to ensure that the property is safe and in compliance with CITY code. Additional FACILITY improvements required by CONTRACTOR shall be provided at</p> |



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| | | CONTRACTOR expense only with CITY's prior approval. |
| 3.4.2.2 | ADD | <p>3.4.2.2 Daily routine maintenance activities may be completed at the FACILITY as necessary to keep vehicles well maintained and operating safely. This includes daily servicing (e.g., adding oil, water, transmission, other fluids, and ensuring that all fluid levels are maintained at proper levels), checking for flats and underinflated tires, adjusting, and replacing mirrors.</p> <p>3.4.2.3 CITY shall provide, install, and maintain at its sole expense an oil/water separator sufficient for bus washing at the FACILITY.</p> |
| 3.4.3 | CHANGE TO READ | 3.4.3 All vehicle fueling shall be done off site by CONTRACTOR. CONTRACTOR shall purchase all fuel and CITY shall reimburse CONTRACTOR for all fuel consumed by CITY owned revenue vehicles. |
| 4.1.4.7 | CHANGE TO READ | 4.1.4.7 CONTRACTOR shall ensure that 100% of all passengers are counted or tallied on the driver's mobile data terminal system for all cash and coin transactions and as otherwise required. |
| 4.3.1.2 4.3.3.1 | ADD | <p>4.3.1.2 CONTRACTOR may include supplemental pricing in their price proposal for pre-planned special events.</p> <p>4.3.3.1 CITY shall reimburse CONTRACTOR for additional expenses incurred (e.g., overtime, temporary staffing, lodging, meals etc.) following a response for emergency transportation services. CONTRACTOR shall provide adequate documentation to CITY to justify the additional expenses prior to receiving reimbursement.</p> |
| 4.8.3 | DELETE | 4.8.3 Delete in its entirety. |

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| 4.9.1 | CHANGE TO READ | 4.9.1 CONTRACTOR shall be expected to develop, implement, and update a formal training program for all personnel involved with this scope of work. The training program shall be submitted to CITY as part of the CONTRACTOR'S proposal. |
| 4.9.5 | CHANGE TO READ | <p>4.9.5 CONTRACTOR personnel assigned to operate CITY revenue vehicles, shall at a minimum be trained in the following:</p> <ol style="list-style-type: none"> 1. Bloodborne pathogens 2. Company overview – transit policies and procedures, driver handbook 3. COVID-19 Workplace Health and Safety Training 4. Customer service 5. Emergency procedures 6. Fare collection policies. 7. National Safety Council Defensive Driving procedures 8. Passenger assistance/safe lift operation and wheelchair/mobility device securement 9. Passenger fare collection and classification 10. Pedestrian awareness 11. Pre-trip vehicle inspection procedure |



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| | | <p>12. Proper Use of Personnel Protective Equipment (PPE)</p> <p>13. Responding to accidents and incidents</p> <p>14. Route familiarization training</p> <p>15. Safe boarding and debarking of passengers</p> <p>16. Sensitivity and disability awareness</p> <p>17. US DOT Drug & Alcohol Awareness Training & related Company policies.</p> <p>18. Use of CITY's communication system in compliance with CITY policies and procedures.</p> <p>19. Use of on-board video surveillance system.</p> <p>20. Use of the Advanced Communication System</p> |
| 4.9.5.1 | ADD | 4.9.5.1 At their sole expense, CONTRACTOR shall provide all PPE equipment to their personnel. |
| 4.9.7 | CHANGE TO READ | 4.9.7 CONTRACTOR'S Instructors/trainers must be fully certified by a CITY approved accredited instructor program for the training they provide to the CONTRACTOR's employees. CITY reserves the right to inspect, review, approve and monitor any and all training conducted by CONTRACTOR. This includes, but is not limited to, inspection and review of all training materials, collision investigations and incident data, interviews with all training personnel, and monitoring of training classes. |
| 4.16.10 | CHANGE TO READ | 4.16.10 CONTRACTOR shall be liable for any damages while they have control of CITY owned vehicles. Fair wear and tear is acceptable. Damages or unserviceable conditions due to contractor negligence shall be repaired by CONTRACTOR at their sole expense. |
| 4.16.22 | CHANGE TO READ | 4.16.22 CONTRACTOR shall avoid placing buses in service with cracked glass anywhere on the bus. The repair of small cracks that are deemed not to present a safety hazard may be deferred until repairs can be made. All glass repairs shall be made as soon as operationally possible. |
| 4.20.1 | CHANGE TO READ | 4.20.1 CONTRACTOR is encouraged to utilize a maintenance management software program to manage and track vehicle repairs, PMI frequencies, including but not limited to work orders and vehicle maintenance costs. The program shall be capable of generating reports for export to a Microsoft Excel file format. |
| 4.21.2.1 4.21.2.2 | ADD | <p>4.21.2.1 Should CONTRACTOR require separate internet access or other company network access outside of the CITY's network, CITY IT staff must review and approve the CONTRACTOR's proposed equipment prior to installation. Any such equipment shall be at the CONTRACTOR's sole expense.</p> <p>4.21.2.2 CONTRACTOR shall not be required to host, support, or provide any database services for any CITY provided software platform.</p> |



| <p>4.22.8.1</p> | <p>CHANGE TO READ</p> | <p>4.22.8.1 \$150 Per Incident section only – All other sections within the table remain the same:</p> <table border="1" data-bbox="548 365 1422 646"> <thead> <tr> <th data-bbox="548 365 1422 401" style="text-align: center;">\$150 Per Incident</th> </tr> </thead> <tbody> <tr> <td data-bbox="548 401 1422 426">Verified failure of CONTRACTOR to maintain vehicle cleaning requirements. □</td> </tr> <tr> <td data-bbox="548 426 1422 480">Verified failure of CONTRACTOR employee to document daily vehicle inspection report. □</td> </tr> <tr> <td data-bbox="548 480 1422 535">Verified failure of CONTRACTOR's employee to comply with uniform, appearance, and personal hygiene requirements. □</td> </tr> <tr> <td data-bbox="548 535 1422 617">Verified Failure to respond to or document a customer complaint or failure to provide written response to CITY service report within three working days of receipt. □</td> </tr> <tr> <td data-bbox="548 617 1422 646">Verified failure of CONTRACTOR to collect the appropriate passenger fare. □</td> </tr> </tbody> </table> | \$150 Per Incident | Verified failure of CONTRACTOR to maintain vehicle cleaning requirements. □ | Verified failure of CONTRACTOR employee to document daily vehicle inspection report. □ | Verified failure of CONTRACTOR's employee to comply with uniform, appearance, and personal hygiene requirements. □ | Verified Failure to respond to or document a customer complaint or failure to provide written response to CITY service report within three working days of receipt. □ | Verified failure of CONTRACTOR to collect the appropriate passenger fare. □ |
|---|------------------------------|--|---------------------------|---|--|--|---|---|
| \$150 Per Incident | | | | | | | | |
| Verified failure of CONTRACTOR to maintain vehicle cleaning requirements. □ | | | | | | | | |
| Verified failure of CONTRACTOR employee to document daily vehicle inspection report. □ | | | | | | | | |
| Verified failure of CONTRACTOR's employee to comply with uniform, appearance, and personal hygiene requirements. □ | | | | | | | | |
| Verified Failure to respond to or document a customer complaint or failure to provide written response to CITY service report within three working days of receipt. □ | | | | | | | | |
| Verified failure of CONTRACTOR to collect the appropriate passenger fare. □ | | | | | | | | |
| <p>4.21 4.21.1 4.21.2</p> | <p>CHANGE TO READ</p> | <p>Section Number Change from:</p> <p>4.21 to 4.23 4.21.1 to 4.23.1 4.21.2 to 4.23.2 & Change to read</p> <p>4.23 SERVICE IMPLEMENTATION:</p> <p>4.23.1 CONTRACTOR shall implement the trailhead shuttle services as described within this scope of work on Thursday March 3, 2022, at 08:00 AM Mountain Standard Time. It is anticipated that the Microtransit services will be implemented in late June or early July of 2022. Upon contract award, the CONTRACTOR shall meet with CITY's Transit Administrator on a weekly basis or as needed to provide relevant updates and to coordinate all activities related to the implementation of services. CONTRACTOR will manage all specific tasks and deliverables required to successfully implement the project within the required timeline.</p> <p>4.23.2 CONTRACTOR shall provide a qualified Transition Manager dedicated to ensuring a smooth transition / implementation of all services as specified within this scope of work. The Transition Manager shall remain dedicated solely to, and for the duration of the transition of services and shall not be assigned as part of the CONTRACTOR's proposed managerial staff, nor assume the responsibilities of the Project Manager who is tasked to oversee the day-to-day operation.</p> <p><i>Proposer shall submit with their proposal a project implementation timetable, which shall commence at the time of contract award, (tentatively scheduled for October 26, 2021). Proposer's timetable should address all relevant tasks to include at a minimum, employee hiring & training, facilities preparation, and the development and implementation of the communications center and vehicle maintenance plan.</i></p> | | | | | | |



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| 5.2.1 | CHANGE TO READ | <p>5.2.1 Proposers shall identify their project implementation team. Information in this section should include the following for each proposed team member:</p> <p>A. Experience with similar projects B. Licenses & Qualifications C. Business resume</p> |
| 5.5.13.2 | DELETE | 5.5.13.2 Delete in its entirety |
| 5.6.6 | CHANGE TO READ | <p>5.6.6 PROPOSAL CONTENT. Proposer must describe in detail how they will meet the requirements of this RFP and may provide additional related information within the proposal. The proposal should be presented in a format that corresponds to, and references, the sections outlined in the Scope of Services, Specifications, or Scope of Work and should be presented in the same order. Responses to each section and subsection should be labeled to indicate which item is being addressed. Proposals should be straightforward and concise and provide "layman" explanations of technical terms that are used. Emphasis should be concentrated on conforming to the RFP instructions, responding to the RFP requirements, and on providing a complete and clear description of the offer. If a complete response cannot be provided without referencing supporting documentation, you must provide such documentation with the proposal indicating where the supplemental information can be found. Proposals must include all proposed terms and conditions. If applicable to the scope of work, proposers should include written warranties, maintenance/service agreements, license agreements, and lease purchase agreements. The omission of all required information and relevant support documents may render a proposal non-responsive. Proposals, which appear unrealistic in the terms of technical commitments, lack of technical competence, or are indicative of failure to comprehend the complexity and risk of this CONTRACT, may be rejected.</p> |
| 5.7.11 | CHANGE TO READ | <p>Change Item Number –from 5.7.11 to 5.6.11</p> <p>5.6.11 BID GUARANTEE - PROPOSAL SECURITY. Proposals shall be accompanied by cash, or a money order or certified cashier's check payable to the order of CITY OF SEDONA in the amount of Thirty-Five Thousand Dollars (\$35,000), or by a bond in said amount and payable to CITY OF SEDONA, signed by the Proposer and a corporate surety or by the Proposer and two sureties who shall justify before any officer competent to administer oaths, in double said amount over and above all statutory exemption. Said check shall be forfeited or said bond shall become payable in case the Proposer depositing the same does not, within ten (10) consecutive calendar days after written</p> |



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| | | <p>notice to proceed to execute the CONTRACT. The bid guarantee cash, check, or bond shall be returned to the successful bidder <u>after</u> they have fully executed the CONTRACT.</p> <p>All other <i>bid guarantee cash, checks, or bonds</i> shall be released and returned to all other unsuccessful bidders.</p> |
| <p>5.3 5.3.1</p> | <p>CHANGE TO READ</p> | <p>5.3 PROPOSER'S STATEMENT OF FINANCIAL QUALIFICATIONS:</p> <p>5.3.1 Proposers shall provide the following information to attest to their financial qualifications:</p> <ul style="list-style-type: none"> ■ Name of Organization, Business Address, Telephone Number. ■ Audited financial statements and/or other evidence of Proposer's qualifications from the most recent year. Attach and label as "SECTION 5, Item # 5.3.1" - Description of Respondent - Financial Capability." ■ Legal Status of Organization e.g.: <ul style="list-style-type: none"> _____ For-profit corporation or joint venture corporation _____ For-profit partnership or sole proprietorship _____ Non-profit corporation _____ Public Agency _____ Other (identify) _____. ■ Credit References: Attach names, addresses, phone numbers and relation to offeror of at least three credit references including organization's bank of record. Label the attachment "SECTION 5, Item # 5.3.1 Credit References." |
| <p>6.17 6.17.1 6.17.1.1 6.17.2 6.17.3 6.17.4</p> | <p>ADD</p> | <p>6.17 ELEMENTS OF COMPENSATION</p> <p>6.17.1 CITY shall reimburse CONTRACTOR for each Vehicle Revenue Hour (VRH) that is deployed as per the published timetables, or other previously specified hours for special event services. A VRH does not include initial travel time from CONTRACTOR's office, facility, or driver's break location to the <u>first</u> passenger's pick-up location. A VRH does not include travel time from the <u>last</u> passenger's drop-off location to CONTRACTOR's office, facilities or driver break destination. A VRH does not include vehicle pre- or post-trip inspections, vehicle maintenance time, driver unpaid break times, meal breaks, or fueling, and probing / vaulting operations if required. CITY does not pay for deadhead hours.</p> <p>6.17.1.1 Microtransit VRH(s) shall be paid for all hours that the vehicle(s) are scheduled and available for service.</p> |



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| | | <p>6.17.2 CITY reserves the right to order an increase or decrease in the overall quantity of scheduled VRH(s) with thirty, (30) days written notice to CONTRACTOR. CITY reserves the right to reduce overall VRH(s) by up to 25%. Such reduction shall not be considered a change in the Scope Of Work under the CONTRACT.</p> <p>6.17.3 CITY reserves the right to add additional VRH(s) by up to 25%. Such addition shall not be considered a change in the Scope of Work under the contract.</p> <p>6.17.4 Any changes <u>outside</u> of the aforementioned range or limits may be provided by CONTRACTOR at a separately negotiated fee.</p> |
| 7.1.23 | CHANGE TO READ | <p>7.1.23 <u>Opportunity to Cure</u> section only, change to read:</p> <p><u>Opportunity to Cure</u></p> <p>The Agency, in its sole discretion may, in the case of a termination for breach or default, allow the Contractor 30 days in which to cure the defect. In such case, the Notice of Termination will state the time period in which cure is permitted and other appropriate conditions</p> <p>If Contractor fails to remedy to Agency's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within 30 days after receipt by Contractor of written notice from Agency setting forth the nature of said breach or default, Agency shall have the right to terminate the contract without any further obligation to Contractor.</p> <p>Any such termination for default shall not in any way operate to preclude Agency from also pursuing all available remedies against Contractor and its sureties for said breach or default.</p> |
| 8.1 | CHANGE TO READ | <p>8.1 ASSIGNMENT OF RIGHTS OR OBLIGATIONS. Except as noted hereunder, Successful CONTRACTOR may not assign, transfer, or sell any rights or obligations resulting from this solicitation without first obtaining the specific written consent of CITY which consent shall not be unreasonably withheld, conditioned, or delayed.</p> |
| 8.4 | CHANGE TO READ | <p>8.4 CANCELLATION OF THE CONTRACT. Without cause, CITY may cancel this CONTRACT at any time by written notice to the CONTRACTOR. With cause, CITY may cancel this CONTRACT at any time with thirty (30) days written notice to the CONTRACTOR. Cancellation for cause shall be at the discretion of CITY and shall</p> |



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| | | <p>be, but is not limited to, failure to supply the services, materials, or equipment specified within the time allowed or within the terms, conditions, or provisions of this CONTRACT. The successful CONTRACTOR shall not cancel this CONTRACT without giving one hundred eighty (180) days prior written notice to the City Manager.</p> |
| 8.17.3 | CHANGE TO READ | <p>8.17.3 Termination for Force Majeure:</p> <p>CITY may terminate this CONTRACT upon written notice from the CONTRACTOR for unforeseen causes beyond the control and without the fault or negligence of the CONTRACTOR. Such causes are: those acts of God, acts of the public enemy, governmental acts, riots, protests, acts of public unrest, fires, and/or pandemics whose causes irrecoverably disrupt or render impossible the CONTRACTOR's performance. An "act of God" shall mean an earthquake, flood, cyclone, pandemic, or other cataclysmic phenomenon of nature beyond the power of the CONTRACTOR to foresee or make preparation in defense against.</p> |
| 8.17.4 | CHANGE TO READ | <p>8.17.4 Opportunity to Cure:</p> <p>CITY in its sole discretion may, in the case of a termination for breach or default, allow the CONTRACTOR thirty (30) calendar days within which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.</p> <p>If CONTRACTOR fails to remedy to CITY's satisfaction the breach or default, within thirty (30) calendar days after receipt by CONTRACTOR of written notice from CITY, CITY shall have the right to terminate the CONTRACT without any further obligation to the CONTRACTOR. Any such termination for default shall not in any way operate to preclude CITY from also pursuing all available remedies against CONTRACTOR and its sureties for said breach or default.</p> |
| 9.1(b) | CHANGE TO READ | <p>9.1 (b) The insurance requirements herein are minimum requirements for this CONTRACT and in no way limit the indemnity covenants contained in this CONTRACT. All insurance required shall be provided by an insurance company admitted doing business in Arizona and holding a current A.M. Best rating A- VII or higher, unless CONTRACTOR obtains prior written approval of CITY and ADOT.</p> |
| 9.2(c) | CHANGE TO READ | <p>9.2 (c) CONTRACTOR shall obtain and maintain Commercial General Liability Insurance coverage, on an occurrence basis, in</p> |



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| | | <p>the minimum amount of five million dollars (\$5,000,000) in combined single limit coverage per occurrence for bodily injury and property damage. This insurance shall include contractual liability coverage. Coverage provided by the CONTRACTOR must not be limited to the liability assumed under the indemnification provisions of this Agreement. This policy shall be endorsed to include language naming CITY and ADOT as an additional insured.</p> |
| 9.3(b) | CHANGE TO READ | <p>9.3 (b) All required Automobile Liability Insurance and Comprehensive or Commercial General Liability Insurance shall contain the following endorsements as a part of each policy:</p> <ol style="list-style-type: none"> 1. "CITY, its officers, employees and agents are hereby added as additional insured's as respects the operations of the named insured." CITY, its officers, officials, agents, and employees will be additional insureds to the full limits of liability purchased by CONTRACTOR, even if those limits of liability are in excess of those required by the CONTRACT. The Commercial General Liability additional insured endorsement will be at least as broad as the current version of Insurance Service Office, Inc.'s Additional Insured, Form CG 20 10. 2. The State of Arizona, ADOT/MVD and its officers, officials, agents, and employees to be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the City involving automobiles owned, leased, hired or borrowed by the City. |
| 9.3(d) | CHANGE TO READ | <p>9.3 (d) All insurance required herein shall not be canceled until thirty (30) days after CITY and ADOT shall have been given written notice of such cancellation.</p> |
| 11.0 | CHANGE TO READ | <p><i>Sample Contract. Section 4.5: <u>Price Adjustment.</u></i></p> <p>Any requests for reasonable price adjustments must be submitted in accordance with this section. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. There is no guarantee CITY will accept a price adjustment therefore CONTRACTOR should be prepared for the pricing to be firm over the Term of the Contract. CITY is only willing to entertain price adjustments based on an increase to CONTRACTOR's actual expenses or other reasonable adjustment in providing the services under the Contract. If CITY agrees to the adjusted price terms, the CITY shall issue written approval of the change.</p> |



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| 11.0 | CHANGE TO READ | <p><i>Sample Contract. 7.1 <u>General</u>:</i></p> <p>(b) The insurance requirements herein are minimum requirements for this CONTRACT and in no way limit the indemnity covenants contained in this CONTRACT. All insurance required shall be provided by an insurance company admitted doing business in Arizona and holding a current A.M. Best rating A- VII or higher, unless CONTRACTOR obtains prior written approval of CITY and ADOT.</p> |
| 11.0 | CHANGE TO READ | <p><i>Sample Contract. 7.2 <u>Types of Insurance and Minimum Limits</u>:</i></p> <p>(c) CONTRACTOR shall obtain and maintain Commercial General Liability Insurance coverage, on an occurrence basis, in the minimum amount of five million dollars (\$5,000,000) in combined single limit coverage per occurrence for bodily injury and property damage. This insurance shall include contractual liability coverage. Coverage provided by the CONTRACTOR must not be limited to the liability assumed under the indemnification provisions of this Agreement. This policy shall be endorsed to include language naming CITY and ADOT as an additional insured.</p> |
| 11.0 | CHANGE TO READ | <p><i>Sample Contract. 7.3 <u>Other Insurance Provisions</u>:</i></p> <p>(b) All required Automobile Liability Insurance and Comprehensive or Commercial General Liability Insurance shall contain the following endorsements as a part of each policy:</p> <p>1. "CITY, its officers, employees and agents are hereby added as additional insured's as respects the operations of the named insured." CITY, its officers, officials, agents, and employees will be additional insureds to the full limits of liability purchased by CONTRACTOR, even if those limits of liability are in excess of those required by the CONTRACT. The Commercial General Liability additional insured endorsement will be at least as broad as the current version of Insurance Service Office, Inc.'s Additional Insured, Form CG 20 10.</p> <p>2. The State of Arizona, ADOT/MVD and its officers, officials, agents, and employees to be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the City involving automobiles owned, leased, hired or borrowed by the City.</p> |
| 11.0 | CHANGE TO READ | <p><i>Sample Contract. 7.3 <u>Other Insurance Provisions</u>:</i></p> <p>(d) All insurance required herein shall not be canceled until thirty (30) days after CITY and ADOT shall have been given written</p> |



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| | | notice of such cancellation. |
| 11.0 | CHANGE TO READ | <p><i>Sample Contract.</i> 11.3 Opportunity to Cure. CITY, shall, in the case of a termination for breach or default, allow the CONTRACTOR up to thirty (30) calendar days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.</p> <p>If CONTRACTOR fails to furnish or remedy to CITY's satisfaction, the breach or default or any of the terms or conditions of this Contract within thirty (30) calendar days after receipt by CONTRACTOR or written notice from CITY setting forth the nature of said breach or default, CITY shall have the right to terminate the Contract without any further obligation to CONTRACTOR.</p> <p>Any such termination for default shall not in any way preclude CITY from also pursuing all available remedies against CONTRACTOR and its sureties for said breach or default.</p> |
| Appendix A | REPLACE | <p>Replace Appendix A with:</p> <p>Appendix A_ RFP PT-21-1_ Revised 09-16-21</p> |
| Appendix D | ADD | Add: Appendix D_ RFP PT-21-1_ Proposed Facilities Floor Plans_ Sq Footage_ 221 Brewer Rd |
| Appendix E | ADD | Add: Appendix E_ RFP PT-21-1_ Proposed Facilities Floor Plans_ Sq Footage_ 55 Sinagua Dr |



EXHIBIT #1 ADDENDUM ACKNOWLEDGEMENT

ADDENDA #1 RFP # PT-21-1 FOR THE OPERATION OF TRAILHEAD SHUTTLE & MICROTRANIST SERVICES

Receipt by the undersigned of Addenda #1 dated ___/___/___ is hereby acknowledged:

(Respondent)

(Address Line 1)

(Print Name)

(Address Line 2)

(Print Title)

(Phone)

(Signature Required)

(Date)

(Email Address)

A signed copy of this exhibit must be included in the firm's proposal.

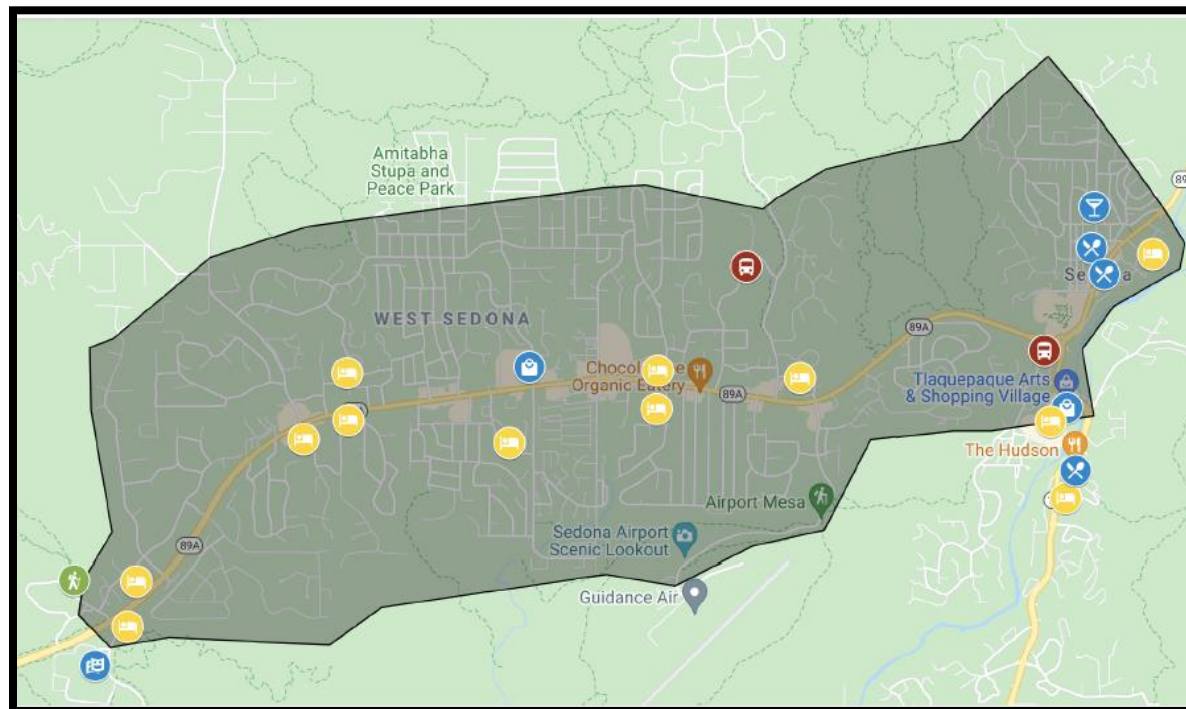
APPENDIX A

RFP PT-21-01 (REVISED 09/16/2021)

Service Area Maps, Service Schedules, and approximate annual vehicle revenue hours / miles and timetables for Trailhead Shuttles and Microtransit service.

MICROTRANSIT SERVICE:

Service Area Map:



Hours and Miles:

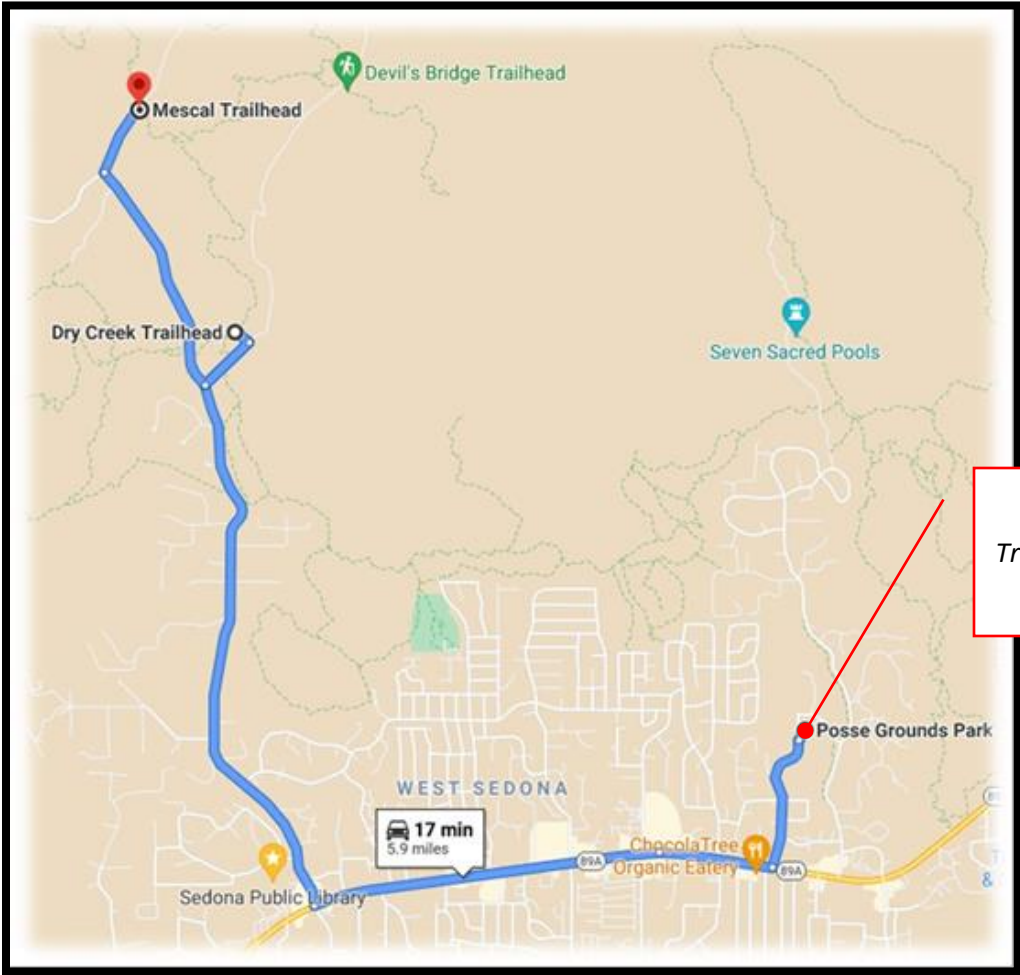
The Microtransit service is planned to operate Thursday through Sunday between 07:30 AM & 7:00 PM, however, the service will run daily during spring break and other select holiday weeks. This schedule and service area is subject to change.

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| Revenue Vehicles | 3 |
| Service Hours | 07:30 AM – 7:00 PM |
| Daily Revenue Hours | 34.5 |
| Annual Service Days | 222 |
| Baseline Annual Revenue Hours ¹ | 7,659 |
| Annual Vehicle Revenue Miles | 74,370 |
| Annual Deadhead Miles | 0 |

¹ Includes daily service during spring break

TRAILHEAD SHUTTLE SERVICE:

Route A Service Map:



Service Stops:

Posse Grounds Park Trailhead Shuttle Exchange, Dry Creek TH, Mescal TH

Hours and Miles:

Route A is planned to operate on a sixty-minute headway Thursday through Sunday between 08:00 AM & 6:20 PM, however, the service will run daily during spring break and other select holiday weeks. This schedule and routing are subject to change.

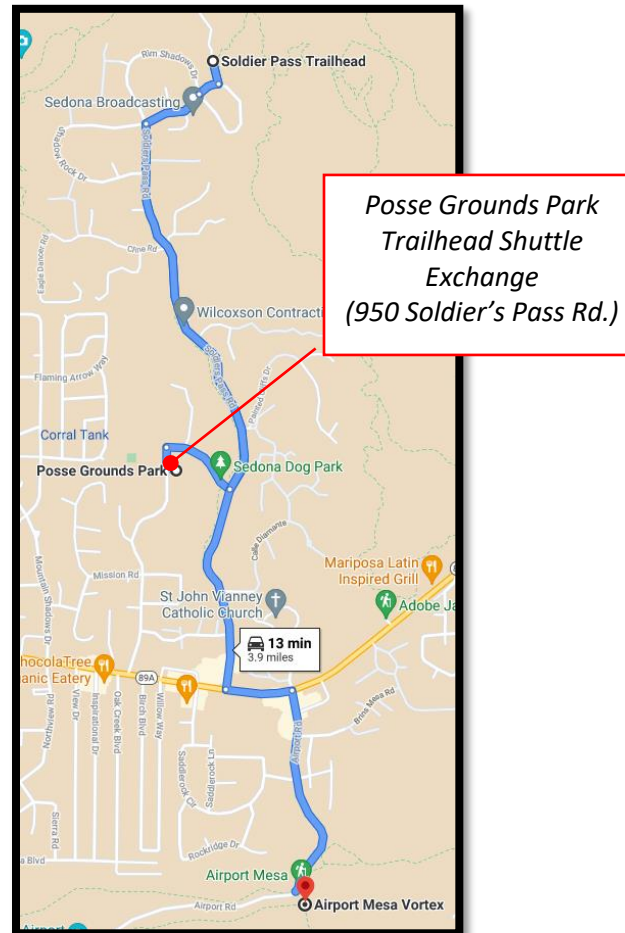
| | |
|--|--------------------|
| Revenue Vehicles | 1 |
| Service Hours | 08:00 AM – 6:20 PM |
| Daily Revenue Hours | 10.33 |
| Annual Days of Operation | 222 |
| Baseline Annual Revenue Hours ¹ | 2,293 |
| Annual Vehicle Revenue Miles | 34,810 |
| Annual Deadhead Miles | 444 |

¹ Includes daily service during spring break

Draft Timetable:

| | Outbound | | | | | | | | | | | | | |
|----------------|----------|------|-------|-------|-------|-------|-------|------|------|------|------|------|------|------|
| Block | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 |
| Posse Exchange | 8:00 | 8:45 | 9:30 | 10:15 | 11:00 | 11:45 | 12:30 | 1:15 | 2:00 | 2:45 | 3:30 | 4:15 | 5:00 | 5:45 |
| Dry Creek TH | 8:14 | 8:59 | 9:44 | 10:29 | 11:14 | 11:59 | 12:44 | 1:29 | 2:14 | 2:59 | 3:44 | 4:29 | 5:14 | 5:59 |
| Mescal TH | 8:19 | 9:04 | 9:49 | 10:34 | 11:19 | 12:04 | 12:49 | 1:34 | 2:19 | 3:04 | 3:49 | 4:34 | 5:19 | 6:04 |
| | | | | | | | | | | | | | | |
| | Inbound | | | | | | | | | | | | | |
| Block | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 | 103 |
| Mescal TH | 8:19 | 9:04 | 9:49 | 10:34 | 11:19 | 12:04 | 12:49 | 1:34 | 2:19 | 3:04 | 3:49 | 4:34 | 5:19 | 6:04 |
| Dry Creek TH | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 6:09 |
| Posse Exchange | 8:35 | 9:20 | 10:05 | 10:50 | 11:35 | 12:20 | 1:05 | 1:50 | 2:35 | 3:20 | 4:05 | 4:50 | 5:35 | 6:20 |

Routes B & C Service Map:



Service Stops:

Route B Posse Grounds Park Trailhead Shuttle Exchange, Soldier Pass TH
Route C Posse Grounds Park Trailhead Shuttle Exchange, Airport Mesa

Hours and Miles:

Routes B & C is an interlined service with one bus and is planned to operate on a thirty-minute headway Thursday through Sunday between 08:00 AM & 6:30 PM, however, the service will run daily during spring break and other select holiday weeks. This schedule and routing are subject to change.

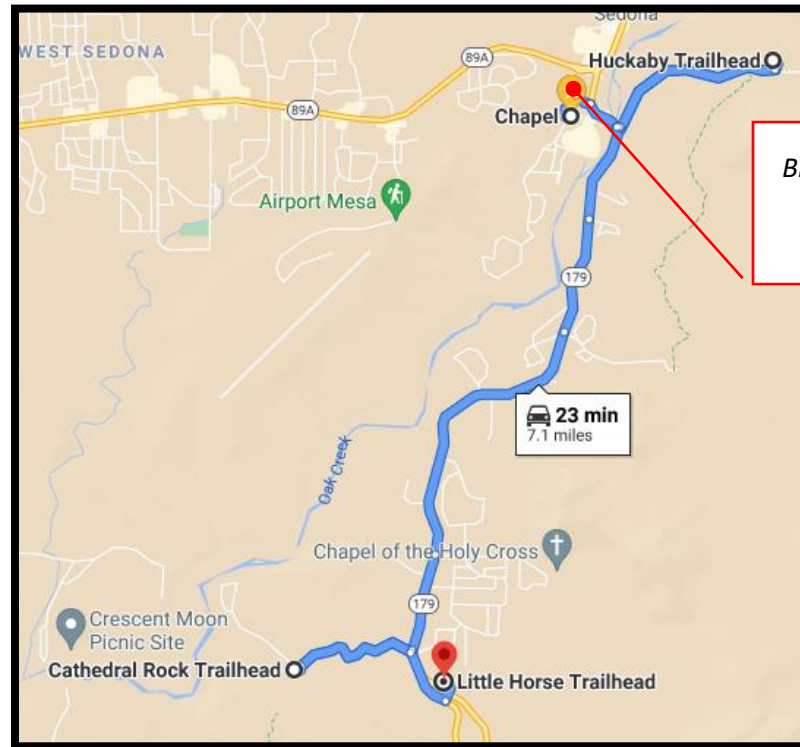
| | |
|--|--------------------|
| Revenue Vehicles | 1 |
| Service Hours | 08:00 AM – 6:30 PM |
| Daily Revenue Hours | 10.5 |
| Annual Days of Operation | 222 |
| Baseline Annual Revenue Hours ¹ | 2,331 |
| Annual Vehicle Revenue Miles | 26,707 |
| Annual Deadhead Miles | 444 |

¹ Includes daily service during spring break

Draft Timetable:

| Block | Soldiers Pass TH / Airport Mesa Vortex | | | | | | | | | | | | | |
|--------------------|--|------|-------|-------|-------|-------|------|------|------|------|------|------|------|------|
| | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 104 |
| Posse Grounds Park | 8:00 | 8:45 | 9:30 | 10:15 | 11:30 | 12:15 | 1:00 | 1:45 | 2:30 | 3:15 | 4:00 | 4:45 | 5:30 | -- |
| Soldiers Pass TH | 8:06 | 8:51 | 9:36 | 10:21 | 11:36 | 12:21 | 1:06 | 1:51 | 2:36 | 3:21 | 4:06 | 4:51 | 5:36 | 6:12 |
| Posse Grounds Park | 8:12 | 8:57 | 9:42 | 10:27 | 11:42 | 12:27 | 1:12 | 1:57 | 2:42 | 3:27 | 4:12 | 4:57 | 5:42 | 6:18 |
| Airport Mesa | 8:18 | 9:03 | 9:48 | 11:03 | 11:48 | 12:33 | 1:18 | 2:03 | 2:48 | 3:33 | 4:18 | 5:03 | 5:48 | 6:24 |
| Posse Grounds Park | 8:24 | 9:09 | 9:54 | 11:09 | 11:54 | 12:39 | 1:24 | 2:09 | 2:54 | 3:39 | 4:24 | 5:09 | 5:54 | 6:30 |
| Soldiers Pass TH | 8:30 | 9:15 | 10:00 | 11:15 | 12:00 | 12:45 | 1:30 | 2:15 | 3:00 | 3:45 | 4:30 | 5:15 | 6:00 | -- |
| Posse Grounds Park | 8:36 | 9:21 | 10:06 | 11:21 | 12:06 | 12:51 | 1:36 | 2:21 | 3:06 | 3:51 | 4:36 | 5:21 | 6:06 | -- |

Route D Service Map:



Service Stops:

Brewer Rd Trailhead Shuttle Exchange, Huckaby TH, Cathedral Rock TH, Little Horse TH

Hours and Miles:

Routes D is planned to operate with two buses on a thirty-minute headway Thursday through Sunday between 08:00 AM & 6:30 PM, however, the service will run daily during spring break and other select holiday weeks. This schedule and routing are subject to change.

| | |
|--|--------------------|
| Revenue Vehicles | 2 |
| Service Hours | 08:00 AM – 6:30 PM |
| Daily Revenue Hours | 20.33 |
| Annual Days of Operation | 222 |
| Baseline Annual Revenue Hours ¹ | 4,513 |
| Annual Vehicle Revenue Miles | 63,714 |
| Annual Deadhead Miles | 444 |

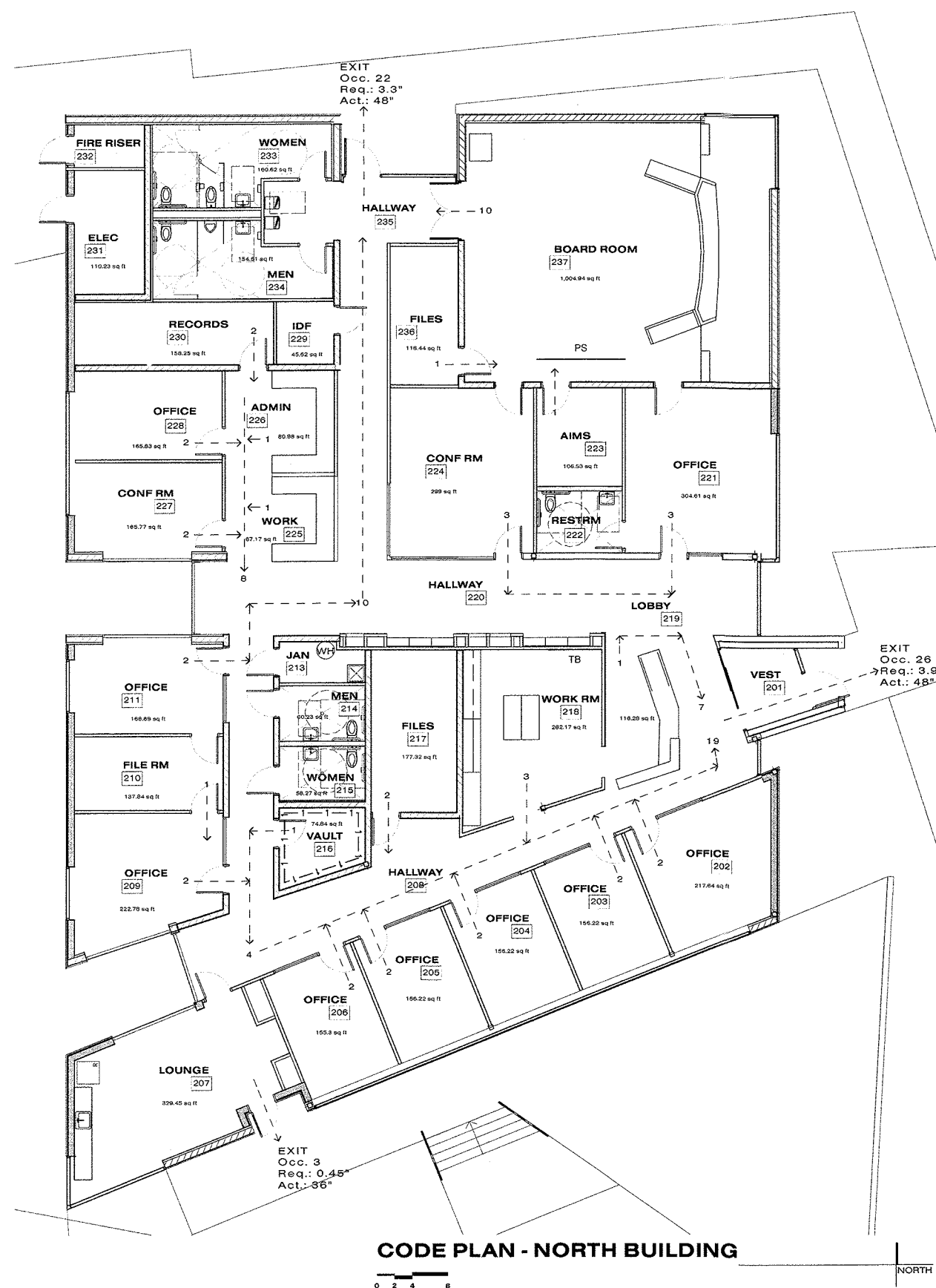
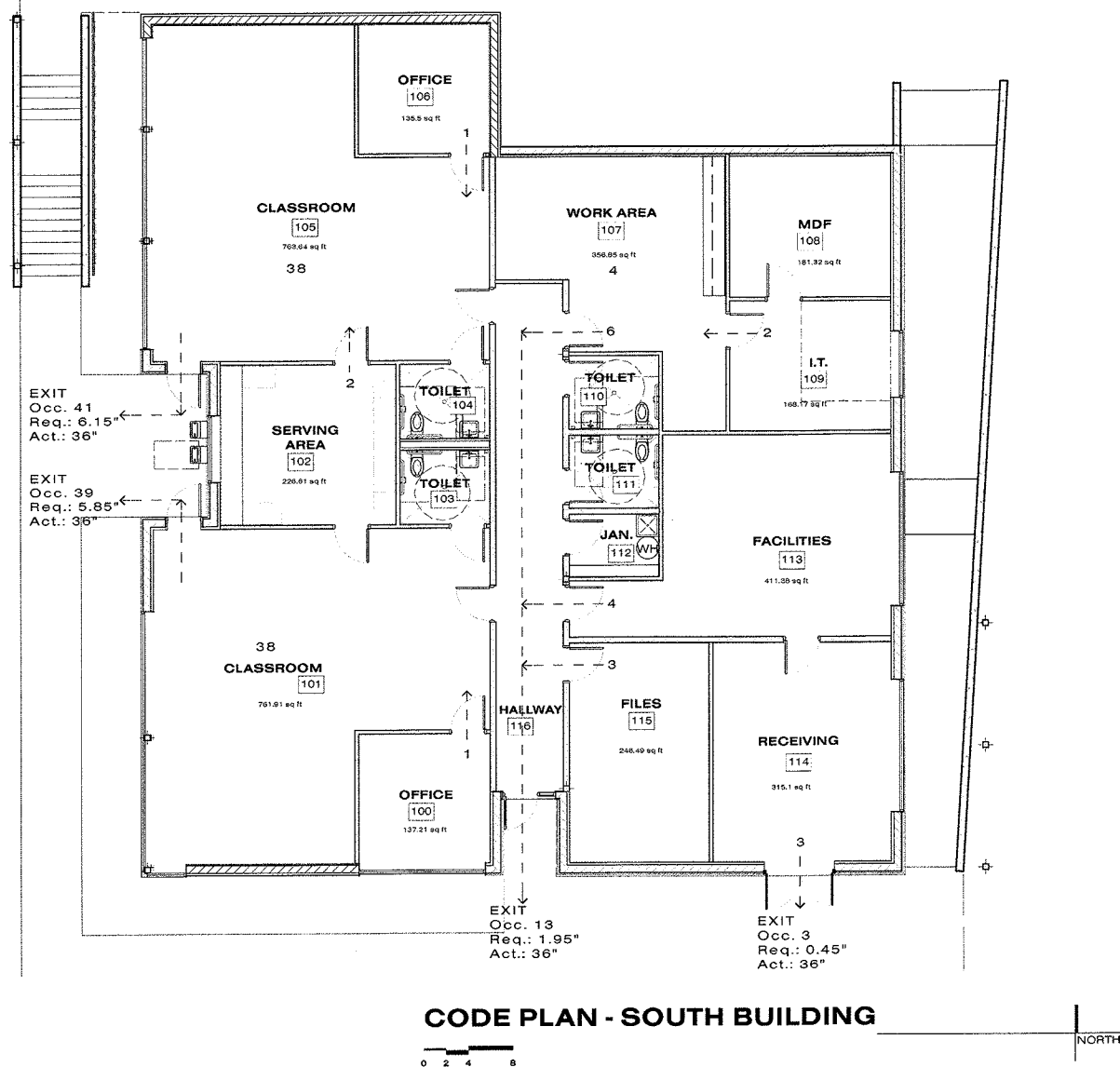
¹ Includes daily service during spring break

Draft Timetable

| | Outbound | | | | | | | | | | | | | | | | | | | | |
|-----------------|----------|------|------|-------|-------|-------|-------|-------|-------|-------|------|------|------|------|------|------|------|------|------|------|-----------|
| Block | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | |
| Brewer Exchange | 8:00 | 8:30 | 9:00 | 9:30 | 10:00 | 10:30 | 11:00 | 11:30 | 12:00 | 12:30 | 1:00 | 1:30 | 2:00 | 2:30 | 3:00 | 3:30 | 4:00 | 4:30 | 5:00 | 5:30 | -- |
| Huckaby TH | 8:05 | 8:35 | 9:05 | 9:35 | 10:05 | 10:35 | 11:05 | 11:35 | 12:05 | 12:35 | 1:05 | 1:35 | 2:05 | 2:35 | 3:05 | 3:35 | 4:05 | 4:35 | 5:05 | 5:35 | -- |
| Cathedral TH | 8:19 | 8:49 | 9:19 | 9:49 | 10:19 | 10:49 | 11:19 | 11:49 | 12:19 | 12:49 | 1:19 | 1:49 | 2:19 | 2:49 | 3:19 | 3:49 | 4:19 | 4:49 | 5:19 | 5:49 | -- |
| Little Horse TH | 8:25 | 8:55 | 9:21 | 9:55 | 10:21 | 10:55 | 11:21 | 11:55 | 12:21 | 12:55 | 1:21 | 1:55 | 2:21 | 2:55 | 3:21 | 3:55 | 4:21 | 4:55 | 5:21 | 5:55 | -- |
| | | | | | | | | | | | | | | | | | | | | | |
| | Inbound | | | | | | | | | | | | | | | | | | | | |
| Block | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 | 102 | 101 |
| Little Horse TH | 8:25 | 8:55 | 9:21 | 9:55 | 10:21 | 10:55 | 11:21 | 11:55 | 12:21 | 12:55 | 1:21 | 1:55 | 2:21 | 2:55 | 3:21 | 3:55 | 4:21 | 4:55 | 5:21 | 5:55 | 6:05 |
| Cathedral TH | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | -- | 6:01 6:11 |
| Huckaby TH | 8:38 | 9:09 | 9:34 | 10:08 | 10:34 | 11:08 | 11:34 | 12:08 | 12:34 | 1:08 | 1:34 | 2:08 | 2:34 | 3:08 | 3:34 | 4:08 | 4:34 | 5:08 | 5:34 | 6:15 | 6:25 |
| Brewer Exchange | 8:42 | 9:14 | 9:39 | 10:13 | 10:39 | 11:13 | 11:39 | 12:13 | 12:39 | 1:13 | 1:39 | 2:13 | 2:39 | 3:13 | 3:39 | 4:13 | 4:39 | 5:13 | 5:39 | 6:20 | 6:30 |

APPENDIX D

221 Brewer RD
South Building
4,763 sq.



- CODE GENERAL NOTES:**
- Fire Department access and water supply shall be in place prior to commencement of vertical construction.
 - See reflected ceiling plans and electrical drawings for exit signs.
 - All exits to be openable from the inside without the use of a key or any special knowledge.
 - Panic hardware to be provided at each exit door from rooms with an occupant load of more than 50, including main corridor exterior doors.
 - All utilities will be placed underground.
 - Special structural inspections may be required. Review general structural notes for requirements.
 - Special electrical inspections may be required. Review electrical drawings and specifications for requirements.
 - Fire sprinklers and fire alarm system shall comply with NFPA No. 13. Submit all required drawings and information to A.H.J. Prior to commencement of any related work. Obtain approval of completed systems prior to final acceptance.

| PROJECT DATA | | | | |
|---|---------------------------|---|-----------------------------|--------------------------|
| Case No. | | | | |
| Project: SOCUSD District Office 221 Brewer Road - Sedona - Arizona - 86336 | | | | |
| Owner: Sedona Oak Creek Unified School District 221 Brewer Road - Sedona - Arizona - 86336 Contact: Dave Young | | | | |
| Architect: Orcutt Winslow 3003 N. Central Ave, 16th floor - Phoenix - AZ - 85012 Contact: Max Kaswani - kaswani@owp.com - 602.257.1764 phone 602.257.9229 fax | | | | |
| Contractor: Strader & Martinez Construction, Inc. 160 Dry Creek Road Sedona AZ 86336 Contact: Brian Horton | | | | |
| Project Submittals: City of Sedona Department of Community Development 100 Roadrunner Drive, Sedona AZ 86336 Contact: Brian Pearson, Plans Examiner - Email - 928.204.7126, phone | | | | |
| Governing Codes and Agencies: 2006 International Building Code 2006 International Mechanical Code 2006 International Plumbing Code 2005 National Electric Code (w/ City Amendments) 2008 International Fire Code (w/ City Amendments) 1992 Arizona with Disabilities Act Accessibility Guidelines (ADAAG) 2003 ANSI Standards | | | | |
| Project Description: The project involves replacing the existing District Office facility with a new one. Scope of work includes demolition of the three existing buildings and east driveway (and median), and construction of two new buildings totaling approx. 13,000 sq ft in area (8000 sq ft for north building and 5000 sq ft for south building). Also included is a new parking lot with 20 spaces and associated site landscaping. | | | | |
| Site Area: Gross 260,587 sq. ft. 6 acres | | | | |
| Setbacks: Per City of Sedona LDC Front Yard 30 feet Rear Yard 20 feet Side yard 15 feet | | | | |
| ZONING REQUIREMENTS | | | | |
| Site Zoning: CF | | | | |
| Building Height: Maximum Allowed 40'-0" Provided 32'-0" South Building Provided 17'-4" | | | | |
| Parking Requirements: Minimum Required 52 Spaces Total Provided 44 Spaces | | | | |
| Accessible Parking Requirements: Minimum Required 2 Spaces Vars 1 Spaces Total Provided 4 Spaces | | | | |
| BUILDING CODE DATA | | | | |
| North Building: | | Area | Occupancy Group | Construction Type |
| South Building: | | 8,330 sq.ft. | B | Type VB |
| Gross Building Area | | 4,763 sq.ft. | E & B | Type VB |
| Occupancy Separation | | Nonsparated occupancies Section 508.3.2 | | |
| Fire Resistive Requirements for Building Elements: Table 601 | | | | |
| Bearing Walls | | Interior 0 Hours | | |
| Nonbearing Walls - exterior | | 0 Hours | | |
| Structural Frame | | 0 Hours | | |
| Nonbearing Walls - interior | | 0 Hours | | |
| Shaft Enclosures | | 0 Hours | | |
| Floor and floor-ceilings | | 0 Hours | | |
| Roof and roof-ceilings | | 0 Hours | | |
| Stairway construction | | 0 Hours | | |
| Allowable Floor Area: Chapter 5 | | | | |
| North Building: | | South Building: | | |
| As - 35,568 sq.ft. | | 28,950 sq.ft. | | |
| At - 9,000 sq.ft. | | 9,500 sq.ft. | | |
| If - 5% | | 5% | | |
| Is - 300" | | 200" | | |
| F - 90 feet | | 83 feet | | |
| P - 400 feet | | 290 feet | | |
| W - 55 feet | | 55 feet | | |
| Actual Area: 8,330 sq.ft. | | Actual Area: 4,763 sq.ft. | | |
| Building Height: Table 503 | | | | |
| North Building: | | Maximum Allowed 40'-0" | | |
| South Building: | | Provided 32'-0" | | |
| | | Provided 17'-4" | | |
| | | 2 stories | | |
| | | 1 storey | | |
| Occupancy Load and Means of Egress: Chapter 10 | | | | |
| Use | | Area | Occupant Load Factor | Occupants |
| North Building: | | | | |
| Office Areas | | 5,125 sq.ft. | 100 sq.ft./person | 51 |
| Net Total: | | 5,125 sq.ft. | | 51 |
| South Building: | | | | |
| Classrooms | | 1,526 sq.ft. | 20 sq.ft./person | 76 |
| IT/Receiving / Support | | 1,997 sq.ft. | 100 sq.ft./person | 20 |
| Net Total: | | 3,523 sq.ft. | | 96 |
| Exits Required: Two exits required if occupant load of any story exceeds 50 persons Three required if occupant load of any story is between 501 & 1,000 persons Four required if occupant load of any story exceeds 1,000 persons | | | | |
| Travel Distance: Stair not exceed 300 feet | | | | |
| Plumbing Fixture Requirements: Appendix Chapter 29 | | | | |
| Occupant Load Factor* (based on actual student and staff population) | | | | |
| 60 students | | 30 boys | | |
| 30 boys | Fixture Requirement Calc. | Fixtures Required | Fixtures Provided | |
| Water Closets | 1:50 | 1 | 1 | |
| Urinals | | | | |
| Lavatories | 1:50 | 1 | 1 | |
| 30 girls | Fixture Requirement Calc. | Fixtures Required | Fixtures Provided | |
| Water Closets | 1:50 | 1 | 1 | |
| Lavatories | 1:50 | 1 | 1 | |
| Drinking Fountains | 1:100 | 1 | 1 | |
| Service Sink | | 1 | 1 | |
| 20 staff | | 10 men | | |
| 10 men | Fixture Requirement Calc. | Fixtures Required | Fixtures Provided | |
| Water Closets | 1:50 | 1 | 5 | |
| Urinals | | 0 | 1 | |
| Lavatories | 1:50 | 1 | 4 | |
| 10 women | Fixture Requirement Calc. | Fixtures Required | Fixtures Provided | |
| Water Closets | 1:50 | 1 | 5 | |
| Lavatories | 1:40 | 1 | 3 | |

orcutt|winslow
ARCHITECTURE PLANNING INTERIOR DESIGN
602.257.1764 3003 n central ave
602.257.9229 160 dry creek road
www.owp.com phoenix az 85012

sedona oak creek unified school district # 9
district office
221 brewer road
sedona, az 86336

CLIENT CONTACT
SOCUSD #9
221 Brewer Road
Sedona, AZ 86336
928.204.6800 t
928.282.0232 f

REGISTERED ARCHITECT
NOT FOR CONSTRUCTION
ARIZONA U.S.A.
expires 00/00/00

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PROJECT NUMBER
2008_045
DATE OF ISSUE
07.13.10
REVISION NO. DATE

PROJECT PHASE
design development
PROJECT TEAM
JOHMEIER
DRAWN BY
mk

SHEET CONTENTS
code & project information

SHEET NO.
G-0

City of Sedona
55 Sinagua Drive

APPENDIX E
Usable space: 3,300 sq ft.

