

**ADDENDUM NO. 1.**

**PIEDMONT TRIAD AIRPORT AUTHORITY  
(PTAA)**

**REQUEST FOR PROPOSALS  
AIRPORT GROUND TRANSPORTATION OPERATOR**

A pre-proposal conference was held as provided in the RFP on June 26, 2014 at 10:00 A.M. Interested parties attended in person and by conference call.

Following are (1) amendments to the RFP and Model Agreement resulting from the Conference, including a change to the Schedule II that Proposers are required to use in submitting their Proposals, and (2) answers to various questions that were raised at the Conference. These answers supplement information that was given by PTAA at the Conference.

**I. AMENDMENTS**

**1. RFP Amendments**

**Page 4.** Substitute the following for the second sentence under Paragraph D:

No vehicle used by the Concessionaire in providing Ground Transportation Service, other than the ADA vans referred to below, shall be more than seven (7) years old, and the average age of Concessionaire's full-time fleet, exclusive of the ADA vans, shall not exceed five (5) years.

**Page 4.** Add before the period at the end of Paragraph D "at least one of which must be capable of accommodating two wheel chairs at a time."

**Page 4.** In Paragraph G, substitute "12:00 midnight" for "12:00 P.M."

**Page 12.** Substitute the following for the first sentence under Disclosure by the Authority:

Until the Authority has entered into a Concession Agreement with the Successful Proposer, a Proposer's entire proposal shall be considered "Confidential" and will not be disclosed by the Authority. Afterwards, all Proposals that have been submitted to the Authority shall be considered a public record that is subject to disclosure upon request by a member of the public except for material that a Proposer designates as confidential in the manner described below and that qualifies as "trade secret" information under N.C. Gen. Stat. 66-152 et seq., and except for material that is otherwise protected from disclosure under the North Carolina Public Records Act (N.C.G.S. Chapter 132.)"

**Schedule II.** Add the following new Paragraph Q at the end of Section I of Schedule II:

**Q. Start Up Time**

*State how long after an Agreement is awarded you would be ready to begin your Ground Transportation Operation, in full compliance with the Agreement, if you are the Successful Proposer.*

Please note that this new section has been added to the blank Schedule II that is provided on the PTAA website for you to complete and return with your Proposal. The new Schedule II should be substituted for the Schedule II that was originally provided on the website.

**2. Amendments to Model Agreement**

**Article IV, Section J-2a.** Substitute the following for the last two sentences:

Concessionaire shall also provide at least two vans or buses equipped with a lift device, at least one of which shall be capable of accommodating two wheel chairs at a time and the other one or more wheel chairs. The lift and wheel chair positions on such vans or buses must comply with Americans with Disabilities Act (ADA) standards. The ADA equipped vehicles shall be available at any time by reservation.

**Article IV, Section J-2b.** Substitute the following for the first two sentences:

No vehicle used in providing services hereunder, other than the ADA equipped vehicles, shall be more than seven (7) years old. The average age of the Concessionaire's full-time fleet, exclusive of the ADA equipped vehicles, shall not exceed five (5) years either at the outset or at any time during the Term hereof.

**Article IV, Section J-2c.** Add the following at the end:

Concessionaire shall have a sufficient number of child seats on hand to meet passenger needs. Child seats shall be out-fitted and secured, when needed for underage passengers, as required by applicable law.

**ARTICLE V - Section E.** Add the following at the end:

All information submitted by the Concessionaire to the Authority under this Paragraph E shall be considered to be a public record that is subject to disclosure by the Authority.

**ARTICLE VIII- Section C.** Add the following at the end:

If any of Concessionaire's vehicles have a seating capacity of fifteen (15) or more persons, including the driver, the required coverages under this Section shall be increased, for such vehicles, to \$5,000,000.

## **II. Questions and Answers**

1.       **Q.    Is the Operator required to charge a shared ride price when there is only one customer in a shared ride van?**  
  
          **A.    If the customer is unwilling to wait for an additional passenger or passengers to share a trip, the Operator is not required to offer shared ride service to that customer.**
  
2.       **Q.    What is the web address of the N.C. office that maintains the list of certified ACDBEs?**  
  
          **A.    <https://partner.ncdot.gov/VendorDirectory/default.html>.**

3. **Q. How many wheel chairs are the ADA vehicles required to accommodate?**

**A.** PTAA requires the Operator to have two ADA vans but, as long as both vans meet ADA requirements, it is only necessary for one of them to have two wheel chair positions. Note however that, under the applicable ADA regulations, an ADA van must have two wheel chair positions if it is 22 or more feet in length.

4. **Q. Do the vehicle age limits apply to the ADA vans?**

**A.** No. As long as the ADA vans meet ADA requirements, they are not subject to the seven-year age limit for the other vehicles in the Operator's fleet, nor will the ADA vans be counted in determining whether the fleet as a whole meets the five-year average age limit. See amendment to RFP and Model Agreement set forth above.

5. **Q. Will the Operator be required to provide child seats for younger passengers?**

**A.** Yes. The Operator will be required to have on hand a sufficient number of child seats to meet passenger needs. See amendment to Model Agreement set forth above.

6. **Q. When does PTAA expect service to begin under the new agreement?**

**A.** PTAA hopes to conclude the selection process and enter into a new concession agreement with the successful proposer by the 8/26/14 meeting of the PTAA Board. However, the selection process could take longer. As indicated above, Proposers will be asked in Schedule II to state how long they would need to start their service after an agreement is signed, and the term of the Agreement will begin as of the first day of the calendar month on or after the date on which that time period has run. All of the Operator's obligations will be in effect as of that date.

7. **Q. What number of trips is the current operator providing?**

**A.** The current operator reported 25,582 trips in 2013.  
*PTAA has not verified nor does it guaranty the accuracy  
of this number.*

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Please note that Proposers may submit additional written questions to PTAA no later than July 22, 2014, as provided in the RFP. If additional questions are submitted by that date, PTAA will respond to those questions in a further Addendum.