

Department of Finance  
Purchasing Division

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## **ADDENDUM**

**DATE** December 20, 2017

**BUYER** Annette Gordon

**ADDENDUM NUMBER** 6

**ORIGINAL INVITATION DATE** October 25, 2017

Your attention is called on a "Request for Proposals" mailed from this office under the below reference number and on which it is found necessary to post the following addendum.

This addendum should be considered in submitting your proposal and should be attached to the original "Request for Proposals" and made a part thereof.

| <b><u>ITEM DESCRIPTION</u></b>                       | <b><u>REFERENCE NUMBER</u></b> | <b><u>PROPOSALS DUE</u></b>      |
|--|--------------------------------|----------------------------------|
| TRANSPORTATION SERVICE PROVIDERS<br>AGGREGATION TOOL | RFP555CEDTSPAA                 | January 19, 2018 at<br>3:00PM ET |

### **THE FOLLOWING PARAGRAPHS SHOULD BE OMITTED FROM THE RFP:**

#### **RETENTION OF PERFORMANCE SURETY**

~~The contractor will be required to provide performance surety in the amount of 100% of the contract value.~~

~~A performance bond surety shall be kept fully in effect for one year following the acceptance of the final statement of costs by the City Manager.~~

~~If surety is a cashier's check or certified check, then such surety will be refunded to contractor one year following the acceptance of the final statement of cost by the City Manager.~~

#### **ADMINISTRATIVE FEES**

~~The successful bidder will remit to the City an administrative fee in the amount of one percent (1%) of the total sales from this contract. The City will bill an amount equal to one percent (1%) of all expenditures paid to the contractor each quarter. Payment will be due no later than forty five (45) days after the invoice is sent to the contractor by the City.~~

~~Pricing submitted with this bid/proposal shall include the City's administrative fee and may not be added as a line item on any invoice.~~

## QUESTIONS & ANSWERS

### 3- CONTRACT DURATION and COST PROPOSAL

- Which is the contract duration?
  - *That will be negotiated as a part of the winner submitters contract with the city.*
- Can you please clarify whether you are expecting a SAAS (Software As A Service) type pricing (Annual fee) **OR** upfront for development + annual maintenance **OR** only upfront for development
  - *That will be negotiated as a part of the winner submitters contract with the city.*

### 4- SECTION IV

- Attachments 3-5 can you please confirm those are due only for Successful Offeror and thus are not required with Proposal Submission?
  - *In reading over the RFP, attachment 3 and 5 would not need to be included with proposal, but the successful bidder may be required to complete them.*
- Attachment 4 is required with Proposal Submission?
  - *Attachment 4 is required with submission.*

### 5- PRE-SUBMISSION MEETING

- This is a meeting the Offerors should participate at?
  - *This meeting is optional.*

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1. Section 1 - Scope of Services/Specifications: Has the City previously contacted any of the “best in class” transportation service providers listed on page 2 to gauge their willingness to partner on this initiative?

- Uber
- Lyft
- Zipcar
- Google
- Waze
- Other parking service providers
- Other cab/rideshare service providers
  - *Yes, they city has had communication with some of these providers. However, the burden of integration of these data sources will be with the selected bidder.*

2. Section 1 - Scope of Services/Specifications: The RFP mentions a “a web-based, fully mobile friendly tool”. Does the City have any requirements or preferences for a mobile-friendly website versus a downloadable mobile application?

- *The RFP is stated the way that it is so that it can be interpreted by the potential respondents however they see fit. We encourage any respondent to propose a solution they deem best meets the overarching goals of the tool, which is to create a seamless mobility experience for the user. Therefore, it could be a mobile friendly web site or downloadable mobile application. We leave that determination to the respondents and the selection committee will judge the merits of their proposals against the scoring criteria included in the RFP.*

3. Does the scope of the RFP include marketing the future solution to prospective users? Do you want us to provide marketing services to drive adoption of the solution?
  - *The RFP specifically is for the development of the tool. The marketing aspect is anticipated to be done by both the selected developer and the city.*
4. Has the City previously completed any quantitative or qualitative research to understand what the target users truly want from the future solution? If so, can that be shared ahead of the RFP due date?
  - *While we do not have any specific reports on this subject, we are hoping to gain some insight to this at the Public Engagement Session on Friday, January 5<sup>th</sup>. The information collected at that meeting will be released via an addendum to the RFP.*
5. How does the City envision creating buzz and excitement among users about the solution? As a Cincinnati citizen, why will I use this solution versus Google, Waze, Uber or other services?
  - *This will be contemplated in the marketing strategy once the tool is ready to deploy.*
6. Section 1 - Introduction: Does the City have access to any database or electronic repository of user / lifestyle / travel preferences or similar information that can be used to personalize the user experience?
  - *No.*
7. Does the City wish to support and maintain the solution in-house or would you like us to provide ongoing support and maintenance of the solution?
  - *That will be negotiated as a part of the winner submitters contract with the city.*
8. Will the Office of Data and Performance Analytics provide REST-accessible API's to all data maintained by the City's Open Data portal?
  - *All data maintained on the Open Data portal is available via an API.*
9. Does the City have any expectation that "best in class" transportation service providers listed on page 2 of the RFP will provide the City of Cincinnati with free access to these service provider's customer data?
  - *No, the city however does expect access to data collected by the successful solution.*
10. The data on the Cinci Open Data Portal mentioned in the RFP page 1 does not appear to be hosted yet. When will that data be live?
  - *We are still working on getting the City parking data gathered and will release that as soon as we can. The remainder of the information is available via publicly accessible APIs by the identified providers. SORTA and TANK provide their data via GTFS and Red Bike via GBSF. It is the responsibility of the successful bidder to integrate the third part providers.*