

Transit Development Project Pre-Bid Meeting  
SARTA Gateway Office  
November 12, 2009 - 2:00pm

Attendees: Jeffrey Lechak, Parsons Brinckerhoff  
Kevin Mischler, R.L.S. and Associates  
Charles Nelson, Nelson Development Ltd  
Greg Schmuck, Carradino/Mannik and Smith Group, Inc  
Larry Strange, MP2 Planning, LLC

Facilitators: Kirt Conrad, Executive Director/CEO of SARTA  
James Warner, Planning and Community Outreach Manager of SARTA  
Charles Koppes, Procurement Administrator of SARTA

Documentation of Questions Posed

Q: Should an on/off survey be included in the budget?

A: SARTA would prefer a base budget excluding an on/off count, with an option of a management alternative of an on/off count in the cost proposal. SARTA will be active in hiring staff to ensure quality and may look to the awarded bidder to manage and analyze the count.

Q: What level of an on/off count is required? (i.e., 100%? Weekday, Saturday?)

A: Yes, 100%, including all days of operation at SARTA.

Q: Is a \$500 bid bond required?

A: Yes, a bid bond will be required in the amount of \$500.

Q: Will invoices be paid in a 30-day period?

A: This project is not milestone based. SARTA will pay invoices monthly.

Q: How many copies of the proposal are required?

A: 5

Q: What is the background on the Mahoning Road Project, and what is needed?

A: This is a regional bus and corridor project. We require baseline level data to qualify for FTA Small Start Funding. This data should include data gathering for fatal flaws.

Q: How much should the focus of this project be on Paratransit services?

A: Thirty percent (30%) or 1/3 of the project should be outreach and evaluation.

Q: Clarification on the separate recommendations of a .25% sales tax increase, a .25% sales tax decrease, and flat funding at .25%, as outlined in the scope.

A: Potentially, SARTA could pursue a minimum increase of .25%. We seek recommendations based on the three separate projections, as listed in the scope.

Q: Is there a DBE participation requirement for this project?

A: Yes, 10% is the DBE participation goal.

Q: Should the cost proposal be separated from the technical proposal?

A: Yes, the qualifications should be separate from the cost proposal.

Q: Does SARTA have population studies from the local MPO?

A: SARTA will provide the MPO email address with the documentation of this meeting and post it online with the RFP. (SCATS: [www.co.stark.oh.us](http://www.co.stark.oh.us))

Q: Will there be a negative response during the public involvement process of this project, due to the major service reduction on September 6, 2009?

A: A study of overall efficiency to aid in future planning should be welcomed, and is recognized as necessary by the public.

Q: What is the deadline for questions?

A: Monday, November 23<sup>rd</sup> at 4:00p.m.