

ADDENDUM OF SOLICITATION

INVITATION FOR BIDS (IFB #024-003)

ADDENDUM No. 1

Issued: September 22, 2023

IFB No. #024-003 Title: OmniRide Bus Wraps

Contact: Cynthia Porter Johnson **Email:** <u>cporter-johnson@omniride.com</u> **Phone**: 703-580-6147

This addendum is hereby incorporated into the solicitation documents of the above referenced IFB. The following items are clarifications, corrections, additions, deletions and/or revisions to the IFB, which shall take precedence over the original documents. Bidders must acknowledge receipt of this amendment by returning signed original with the Bid package prior to the hour and date specified in the solicitation.

DESCRIPTION OF ADDENDUM

The above numbered solicitation is amended as follows:

PRE-BID ATTENDEE LIST, PRESENTATION AND ANSWERS TO SUBMITTED QUESTIONS —

Providing pre-bid meeting attendee list, pre-bid presentation, and a matrix of answers to all submitted questions and attached herewith, **OmniRide Bus Wrap Questions**.

2. <u>I. INTRODUCTION – PERIOD OF CONTRACT</u>

Revised the completion date of contract, which is March 31, 2024.

DELETE: Page 2

REPLACE WITH: Page 2 (Revised) attached herewith

3. IV. SCOPE OF WORK

Providing 3M Specifications and Reflective Lettering for numbers and letters.

DELETE: Pages 11-12

4.	4. ATTACHMENT D. – TECHNICAL SPECIFICATIONS/DRAWINGS/PICTURES Revising phone number and website information for MCI Buses; providing additional pictures of wrapped buses in various sizes.		
	DELETE:	Pages 22-24	
	REPLACE WITH:	Pages 22-24 (Revised) attached	herewith
	ADD:	Pages 25-28 (Pictures of Wrappe	d Buses)
-	as specifically amended full force and effect.	herein, all other terms and conditions	s of this solicitation remain unchanged
packag	ge prior to the hour ar	receipt of this amendment by retund date specified in the solicitation rounds to declare your Bid unresp	n. Failure to acknowledge receipt
Compa	any		
Addres	ss		
City		State	Zip Code
Name	of Person Authorized t	to SignPrint	
Signat	ure		Date

Pages 11-12 (Revised) attached herewith

REPLACE WITH:

Pre-Bid Sign-In Sheet

Solicitation No: IFB #023-003

OmniRide Bus Wrap

Date: September 12, 2023 Time: 11:00 AM

Location: PRTC Transit Center - Virtual: Zoom Meeting ID: 819 1090 7666







OmniRide Bus Wraps
Pre-Bid Meeting
September 12, 2023

AGENDA

OMNIRIDE GET THERE SMARTER

- Introductions
- About PRTC/OmniRide
- Background/Purpose of Project
- Discussion of Technical Specs & Drawings
- IFB Requirements & Forms
- Timeline
- Questions & Answers

INTRODUCTIONS



- PRTC/OmniRide Staff Members
- Interested Parties
 - In-Person
 - Please Provide Your Name, Company and Email Address on the Sign-in Sheet
 - Via Zoom
 - Please Provide Your Name, Company and Email Address in Chat

ABOUT PRTC/OMNIRIDE

PRTC/OmniRide:

- Multi-jurisdictional public transit agency
- Locations in Woodbridge & Manassas VA

Family of mobility services to meet community travel needs:

- Commuter, Metro Express, Local and Para-transit bus services
- Rideshare and TDM programs
- Vanpool Alliance
- Employer Services program

BACKGROUND/PURPOSE

- Wrapping of buses to cover old paint scheme (from late 90's/early 2000's)
- Transit and commuter buses
- Full Wraps for 30/40' Gilligs (10-30' and 12-40')
- Partial wrap for MCl's (6)
- Buses are located at both the Woodbridge and Manassas facilities
- Vehicles are accessible M-F 6AM-10PM;
 Weekends can be arranged



GILLIG BUS FLEET (40' Ft) BEFORE



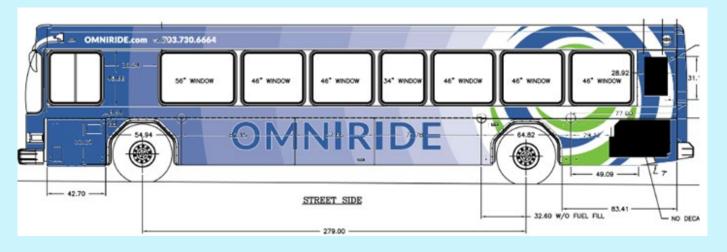


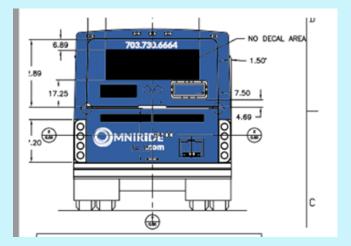


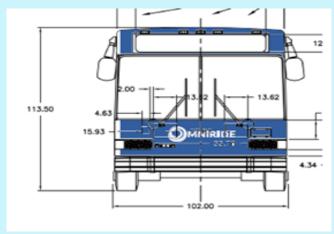


GILLIG BUS FLEET (40' FT)

AFTER









GILLIG BUS FLEET (30' Ft) BEFORE



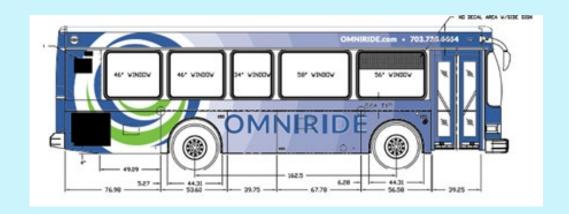


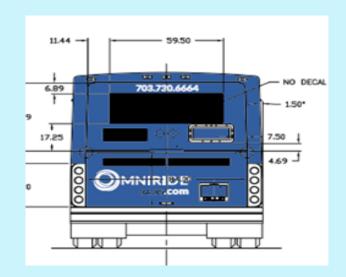




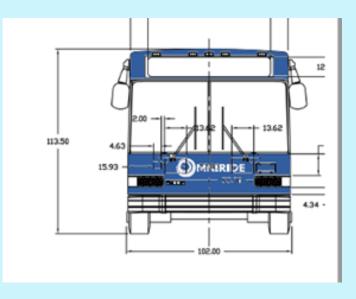
GILLIG BUS FLEET (30' Ft)

AFTER









MCI BUS FLEET BEFORE









MCI BUS FLEET AFTER









COLOR SCHEME CHARACTERISTICS





The different shades are created by mixing our base blue color (PMS 7684) plus white. The percentage of white changes the shading.



The concentric circles in the bus graphic that radiate out from the logo are percentages of the OmniRide Blue logo color PMS 7684.



They are as follows

(closest to logo listed first):

- --15% PMS 7684
- --25% PMS 7684
- --35% PMS 7684
- --45% PMS 7684
- --55% PMS 7684
- --75% PMS 7684
- --100% PMS 7684



The green in the logo swirl is PMS 368.



MATERIAL REQUIREMENTS

OMNIRIDE GET THERE SMARTER

- All material must be 3M or better
- Need to last at least 5 years
- Minimal sun fading
- Material must be able to withstand rain/heat/snow/Daily use of bus wash
- Easy accident repair

IFB REQUIREMENTS & FORMS



Failure to provide all the required certifications and documents listed and described in the Invitation for Bid (IFB) may cause the bid to be rejected and be considered non-responsive.

Bid Form

Reference Form

IFB Submission Form

Insurance Checklist

Addendum(s)

TIMELINE



In-Person/Virtual Pre-bid Meeting 11:00 AM (TODAY) PRTC response to questions (Addendum #1)

Board Meeting Contract Award Recommendation

18 Sep.

11 Oct.

12 Sep.

22 Sep.

2 Nov.

Final questions due 5:00 PM (No Exceptions)

Bids due 2:00 PM (Bid Opening at 2:00 PM)



Questions?

Cynthia Porter-Johnson
Manager of Grants & Procurement
cporter-johnson@omniride.com
703-580-6147

Question/Clarification	Date Submitted/ Prospective Bidder	Response
1. Our intention is for multiple members of our team to attend virtually, but can we just check whether the in-person option allows for a job walk through of the 28 vehicles?	August 22, Turbo Images	Potential bidders are welcome to attend the Pre-Bid Meeting for IFB No. 024-003 via Zoom (See Zoom information below) and in-person in the Large Conference Room at the PRTC Transit Center located at 14700 Potomac Mills Road, Woodbridge, VA. 22192. Those attending the Pre-Bid Meeting in-person will have the opportunity to see wrapped buses immediately following the Pre-Bid Meeting.
2. We are in Hampton, VA, and was wondering is a possibility of us transporting the vehicles to our facility if we were awarded the bid?	August 31, Coastal Graphics, LLC	No, vehicles must remain at either the Manassas or Woodbridge facilities for installation as instructed in the IFB.
 Regarding paragraph I.4 Scope of Work on page 4: What is the required completion date for the scope of work (e.g., to complete create and install bus wraps on twenty-eight (28) transit and commuter coach buses). If there a fixed date by which the installations must be completed? Please confirm there are no existing graphics for the contractor to remove as part of their scope of work. If yes what is the age, condition, and coverage – we need this information for accurate estimation process given that the evaluation is based on 'lowest responsive and responsible bidder' 	Sept. 1, Turbo Images	 Wrapping of the vehicles should be completed as quickly and safely as possible, however all installs must be completed on or before March 31, 2024. The selected Contractor is not required to remove existing graphics. The new graphic will be placed on top of older or existing graphics. Pictures of wrapped buses are provided in Attachment D of Addendum #1.

3. Please could you provide pictures of the vehicles?		
 4. Regarding the description of the two bus locations on page 3: Will the bays be provided with power, light and temperature control? Is this a Unionized environment, is there a Labor Agreement in place for this project? Are there any special requirements for onsite security, health and safety or COVID19 protocols? Is "open flame" (blow torches) permitted on site? Can the vehicles be installed in a single batch? If not, what is the batch size? 	Sept. 1, Turbo Images	 Bays will have power and light. Depending on the weather, the bay doors to the garage can be open. It is a unionized environment; however, a labor agreement is not necessary. All visitors must check in and receive a visitors badge from the front desk of both facilities prior to entering the bus yard. There are no additional COVID-19 protocols. Blow torches are allowable so long as all safety rules are followed (equipment, etc). One to two vehicles will be made available per day. They can be arranged by vehicle type for simplicity of the installation.
 Regarding paragraph I.5 Period of Contract on page 4, we understand 'The term of this Contract shall be until the successful completion of all work as outlined in the Scope of Work and technical specifications'. Can you therefore confirm that: The fixed pricing validity in I.6 Type of Contract expires upon completion e.g. further vehicles will not be added at the same price. Please confirm non-warranty repairs (e.g. the result of collisions, panel replacements in maintenance, graffiti, vandalism etc.) is 	Sept. 1, Turbo Images	 No further vehicles will be added at the same price. No work other than applying the graphics is required by the selected vendor.

excluded from the contract vandalism etc.) is excluded from the contract?		
6. Regarding page 16, will the references in be assessed upon the information provided in Attachment B, or the feedback capture by contacting the client? e.g. to make an assessment as per paragraph III.3 Qualification of Offerors on page 7	Sept. 1, Turbo Images	Yes, references provided in Attachment B will be reviewed and contacted to make assessment of the Contractor.
7. Regarding the statement on page 4, 'The term of this Contract is anticipated to begin upon execution of this Contract' please could you advise the anticipated date and any key dates for vacations, winter maintenance that might affect scheduling?	Sept. 1, Turbo Images	The facilities will not be accessible on Thanksgiving Day, Christmas Day and New Year's Day. Vehicles are accessible all other dates. The selected vendor will be working in the same facility as other maintenance staff. It is an active facility with buses coming and going all day.
8. Can the signatures be scanned or is DocuSign required?	Sept. 1, Turbo Images	If it is not possible to get original signatures, DocuSign is acceptable.
9. Please confirm that the documents do not need to be notarized?	Sept. 1, Turbo Images	Documents do not need to be notarized.
10. Does Buy America apply to this procurement?	Sept. 1, Turbo Images	This is not a federal procurement, Buy America does not apply to this procurement.
11. With the references in Attachment be validated upon the information provided, or the feedback capture by contacting the client? E.g. to make an assessment as per paragraph III.3 Qualification of Offerors on page 7.	Sept. 1, Turbo Images	Yes, references provided in Attachment B will be reviewed and contacted to make assessment of the Contractor.

12. Regarding the statement on page 13 'All external advertising will be removed from vehicles and each bus will be washed and dried prior to the work being completed' please confirm this is an obligation for PRTC?	Sept. 1, Turbo Images	Yes, PRTC will ensure that all external advertising will be removed from vehicles and each bus will be washed and dried prior to the work being completed.
13. Regarding the statement 'Note for the 30' Gillig buses, the space in between each passenger window would be decaled in white to cover any teal' on page 13, can you confirm the status of the teal in the passenger door?	Sept. 1, Turbo Images	All teal is covered up. Additional photos have been provided in Attachment D for similar buses that have already been wrapped in the new color scheme.
14. Confirm Contractor is required to provide unit numbers and if so, how many sets, how many digits and what size, format (reflective and opaque).	Sept. 1, Turbo Images	40' Gilligs are numbered 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 1000, 1002 30' Gilligs are numbered 277, 278, 281, 283, 284, 285, 286, 287, 288, 292 45' MCI's are numbered 355, 356, 357, 358, 359, 360 The numbers are 4" in height. See additional photos for similar vehicles. These have the various placements of the fleet numbers. Note for the MCI's, the only new numbers required are for the front face of the vehicle as well as the driver side above the driver window (See photos for examples).
15. Please confirm that Attachment C - Insurance Required Checklist is the deliverable and insurance certificates do not need to be included in the bid response, just returned prior to contract award?	Sept. 1, Turbo Images	This is correct. The Insurance Checklist is required and should be returned with the bid response. The insurance certificate is not required with the bid but will be required from the selected vendor.

16. Regarding page 20, is there a Disadvantaged Business Enterprise (DBE) goal for this procurement?	Sept. 1, Turbo Images	This is not a federal procurement and therefore there is no Disadvantaged Business Goal for this procurement.
17. Please confirm you will provide the final artwork in high-resolution vector files (e.g. Adobe Illustrator)	Sept. 1, Turbo Images	The artwork is not available in Adobe Illustrator format. PRTC will provide the version that is available. Also, the IFB and presentation provides the various PMS colors.
 Questions regarding Attachment D – Technical Specifications/Drawings: What is the base color of the units Regarding the statement on page 13, 'Letters on the front and rear of the bus should be reflective for higher visibility in the dark.' Please confirm that is the only reflective (night safety) vinyl material that is required in the coverage? Please confirm the roof and bumpers are excluded from the coverage. Are the windows to be covered and if so should see-through perforated material be used for passenger visibility 	Sept. 1, Turbo Images	 No paint is required. You will simply cover over the existing graphics with the new graphics. This is correct regarding the reflective lettering. There are no numbers on the bumpers and the roofs do not need to be re-done. Windows are not covered. Please review the sample photos provided in Attachment D.
19. 1. Are the vehicles being repainted and if so: 2. Has two weeks been planned for 'degassing' to ensure proper adhesion of the vinyl material? 3. Who will perform the 'cure test' to ensure that the paint has outgassed and is ready for vinyl application?	Sept. 1, Turbo Images	1. Painting of buses is not required.

20. Is there an approximate sq/ft coverage for the vinyl?	Sept. 1, Turbo Images	The selected vendor will determine the approximate sq/ft coverage based on the size and width of the vehicles. The 40' Gilligs are 40' L x 102" wide; the 30' Gilligs are 29' L x 102" wide and the MCI's are 45' Long by 102" wide. See photos as provided in Attachment D.
21. Confirm whether any OEM or Safety decals, not supplied by the Contractor, need to be installed on the paint?	Sept. 1, Turbo Images	All decals already on the bus must remain in the same position. The selected vendor must cut the vinyl around those decals already on the buses. No decals related to safety will be removed and reapplied.
23. Can you please confirm the return format of Attachment E – Bid Form e.g. the Microsoft Excel Spreadsheet, or page 27 of the IFB, reason being if we return the Microsoft Excel Spreadsheet we will have to copy a scanned signature in rather than DocuSign – the ideal would be to return both, with DocuSign on the PDF version.	Sept. 11, Turbo Images	The excel spreadsheet was provided for the convenience of completing the bid form. Once the spreadsheet has been completed, bidders can print or pdf so it can be signed and included with their bid submission package.
24. Page 16 states "Bids can be submitted electronically via eVA" which is reaffirmed on page 15 however the web-site (screen capture below) states 'Process Paper Responses Only' please confirm we can disregard this instruction and submit electronically only with no hard copy – thanks.	Sept. 11, Turbo Images	As provided in the IFB, bids can be submitted electronically via eVA. Bids can also be submitted on paper at the OmniRide Transit Center in a sealed package as instructed in the IFB.
25. Regarding paragraph V.2 Bid Format on page 15, please confirm we can submit all documents apart from Attachment E – Bid Form (the pricing) in a single bound PDF volume	Sept. 11, Turbo Images	Bidders are required to include in the Bid Submission Package the following: 1. Title Page 2. Letter of Transmittal 3. Written Statement giving the name and address of all proposed subcontractors if using any 4. IFB Submission Form 5. Reference From 6. Insurance Form

		7. Bid Form Bidders may submit other materials describing their company, qualifications, etc.
26. Regarding paragraph 1.6 Method of Payment on page 30, please confirm that the contractor can raise an invoice per completed vehicle	Sept. 11, Turbo Images	Due to the number of buses that will need to be wrapped, PRTC does not want to receive twenty-eight (28) separate invoices. Suggest that invoices be provided for at least five (5) wrapped buses.
27. Does PRTC prefer or require perspective bidders to supply a 3M MCS Warranty Certification? 1. Information regarding MCS Warranty can be found on 3M's website, here: https://multimedia.3m.com/mws/medi a/869926O/3m-commercial-graphics-warranty-brochure.pdf 2. Does PRTC prefer or require perspective bidders to be 3M Certified Installers?	Sept. 18, AP Corp	 PRTC would desire at least a 5-year warranty on all work. Installation of the wrap should be conducted by professionals who are able to perform the work as provided in the Scope of Work and the Technical Specifications.

Contract or Agreement:

The contractual agreement between PRTC and the successful Contractor to perform work described in this solicitation and successful Contractor's bid. Note: The Contractual instrument for this project will be PRTC's standard form Contract provided as Attachment F, modified as required to conform to this project. PRTC will not use the Offeror's form contract.

I.4 Scope of Work

PRTC is seeking a Contractor to create and install bus wraps on twenty-eight (28) transit and commuter coach buses with the new OmniRide logo and colors. Buses are currently at two locations: OmniRide Transit Center (14700 Potomac Mills Road, Woodbridge, VA 22192) and the OmniRide Western Maintenance Facility (7850 Doane Drive, Manassas, VA 20109). The full Scope of Services for the procurement is described in **Section IV** – **Scope of Work** in this document. The successful Bidder shall provide the means to fulfill the types of requirements listed herein.

I.5 Period of Contract

The term of this Contract shall be until the successful completion of all work as outlined in the Scope of Work and technical specifications. The term of this Contract is anticipated to begin upon execution of this Contract and all work shall be completed as outlined in the Scope of Work and technical specifications no later than March 31, 2024.

I.6 Type of Contract

PRTC expects to award a firm-fixed price contract to create and install bus wraps on twenty-eight (28) transit and commuter coach buses with the new OmniRide logo and colors based on costs provided on the bid form (Attachment E), for the services and materials specified in the Scope of Work to the lowest responsive and responsible bidder.

I.7 Pre-Bid Conference and Submission of Questions

An information meeting, referred to here as a Pre-Bid Conference, will be conducted in person and virtually via Zoom on **September 12th at 11:00 AM.** The Pre-Bid Conference/Teleconference is optional, but attendance is encouraged as it will assist PRTC in providing the best information on its requirements and resources to all parties. There will be an opportunity for those who are in person to see a representation of wrapped buses immediately following the Pre-Bid Conference.

Questions to be discussed at the meeting may be submitted as follows:

- in advance of the pre-bid conference
- orally at the pre-bid conference
- after the pre-bid conference but no later than September 18th, 2023, at 5:00 PM

Questions submitted to PRTC in advance of the pre-bid conference may be sent by e-mail to cporter-johnson@omniride.com and must be titled "OmniRide Bus Wrap Questions." The

IV. SCOPE OF WORK

IV.1 Introduction

In 2018, PRTC initiated a rebranding campaign. Our logo was refreshed, we selected new agency colors and all our services were rebranded under the OmniRide name. The commuter service became OmniRide Express, OmniLink became OmniRide Local, Metro Direct became OmniRide Metro Express, the Cross County Connector became OmniRide East-West Express, and our ridesharing service went from OmniMatch to OmniRide Ridesharing. We initiated a bold, new paint design for the entire fleet and we're still in the process of retiring our teal and white look. Thus, PRTC is looking to finalize the last of the twenty-eight (28) transit and commuter buses that still hold the old logo and colors so they can be wrapped with the new OmniRide colors and logos.

IV.2 Bus Wraps

PRTC is seeking a contractor to create the wrap and install the wrap of the new OmniRide colors and logo on twenty-eight (28) transit and commuter buses to include the following: Twelve (12) 2012 40' Gillig Buses, ten (10) 2013 30' Gillig Buses and six (6) 2006 45' MCI buses.

Gillig buses will need to be fully wrapped as is shown in **Attachment D**. For the 45' MCI's, a partial wrap would be applied to each bus (see example). Note for the 30' Gillig buses, the space in between each passenger window would be decaled in white to cover any teal. For the MCI buses, the wrap for this model of bus would cover all teal on rear, sides, doors and front of bus.

The preferred material to use would be 3M or similar. This wrap is to be durable, sustain the extreme changes in temperature, daily washing, rain, snow, sleet and sun. Letters on the front and rear of the bus should be reflective for higher visibility in the dark.

3M Specifications for Gillig Buses:

Prints on 3M180CV3-10 WHT with 3M8519 Lustre Overlam. Trim panels to size White Overlays: Plotter cuts from 3M180MC-10. Weed, premask & cut to carriers.

3M Specifications for MCI Buses:

MCI D4500 Bus Partial Wrap (Stripe with Swirl)

DS, PS, Front, & Rear

Quantity: 14Kits

(All the same style as #372)

Prints on 3MIJ180CV-10 White with 3M8519L LUSTRE Laminate, Premask & trim panels to size. Side Web & Phone numbers: Plotter cut 3M180MC Intense Blue, Kiss cut, premask and cut to carriers. Front Logo: Plotter cut 3M180MC White, Kiss cut, premask and cut to carriers. Rear Logo & Phone: Plotter cut 3MIJ680CR REFLECTIVE, Kiss cut, premask and cut to carriers.

Buses are stored at both PRTC's Manassas and Woodbridge facilities. Buses <u>will not</u> be moved between bus yards to consolidate work due to daily service requirements. One (1) bus bay will be

allocated for this work and will be accessible Monday through Friday 6AM until 10PM. All external advertising will be removed from vehicles and each bus will be washed and dried prior to the work being completed. PRTC will work with the selected vendor to determine the order in which buses will be wrapped based on the availability. Weekend hours can be arranged with prior notice.

The following fleet is available at each yard:

OmniRide Western Maintenance Facility (7850 Doane Drive, Manassas, VA 20109):

• 40' Gillig Buses (5): 190, 192, 193, 195, 196

OmniRide Transit Center (14700 Potomac Mills Road, Woodbridge, VA 22192)

- 40' Gillig Buses (7): 191, 194, 197, 198, 199, 1000, 1002
- 30' Gillig Buses (10): 277, 278, 281, 283, 284, 285, 286, 287, 288, 292
- 45' MCI Buses (6): 355, 356, 357, 358, 359, 360

The following color specifications are as follows:

The different shades are created by mixing our base blue color (PMS 7684) plus white. The percentage of white changes the shading.

The concentric circles in the bus graphic that radiate out from the logo are percentages of the OmniRide Blue logo color PMS 7684.

They are as follows (closest to logo listed first):

- --15% PMS 7684
- --25% PMS 7684
- --35% PMS 7684
- --45% PMS 7684
- --55% PMS 7684
- --75% PMS 7684
- --100% PMS 7684

The green in the logo swirl is PMS 368.

Additional notes: Phone number to be applied on left and right sides, along with rear of all buses should **be done with reflective lettering** and read (703)730-6664. Website should read: OMNIRIDE.com.

ATTACHMENT D TECHNICIAL SPECIFICATIONS/DRAWINGS/PICTURES

45' MCI Bus (6 Buses located in Woodbridge)



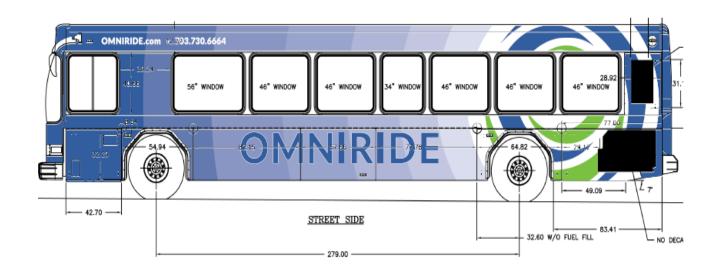


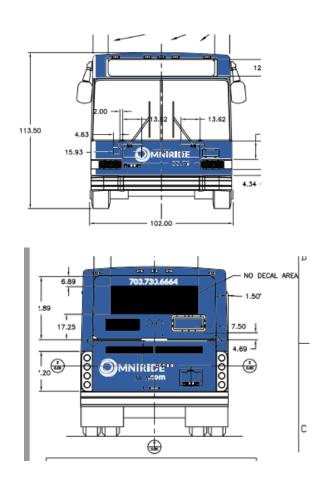


Please Note: Call (703)730-6664

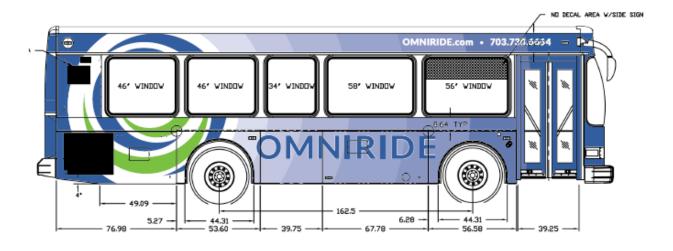
OMNIRIDE.com

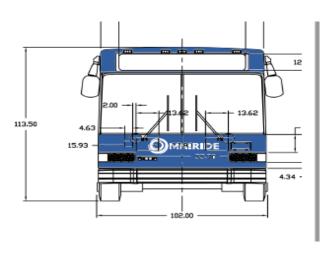
40' Gillig Bus (12 Buses located in Manassas & Woodbridge)





30' Gillig Bus (10 Buses located in Woodbridge)





PICTURES OF WRAPPED BUSES

40' Gillig Bus











30' Gillig Bus













45' MCI Bus

45' MCI Examples (note the rear of the MCI buses to be wrapped are slightly different but the example is elsewhere in the Scope of Work).

