



**ADDENDUM #11**  
**RFP #FY 2018-2019-007 COMMUNITY SHUTTLE SERVICES**

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Please ensure you check the City's website for the latest addendum released for this project. Below finds the link to the City's website: [www.cohb.org/solicitations](http://www.cohb.org/solicitations).

**Firm must provide this form signed by an authorized officer of your Firm to acknowledge receipt of ADDENDUM #11 and provide with your Firm's response.**

**PLEASE NOTE:**

**QUESTION #1.**

Does Minimum Qualification #1 require bidders to have been registered with Sunbiz in 2016 or just incorporated as of 2016? If the former, it will eliminate a lot of good out-of-state providers like us. I think the mandatory site visit will eliminate less serious companies.

**ANSWER #1.**

See addendum # 8.

**QUESTION #2.**

Please provide the proposed Start Date for this procurement;

**ANSWER #2.**

See addendum # 8.

**QUESTION #3.**

On page 18 of the above referenced RFP, it states that the term is for one (1) year with four (4) one year renewals. At the Pre-Proposal Conference it was stated that the term would be for **three (3) years with two (2) one year renewals**. Please confirm;

**ANSWER #3.**

See addendum # 8.

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**QUESTION #4.**

One Page 7, item (b) of the above referenced RFP states that **“vehicle(s) must not be older than two (2) years or less than 105,000 miles and in like new condition”**. Please clarify that the age and mileage is at the time the vehicle is put into service and not the duration of the contact;

**ANSWER #4.**

See addendum # 8.

**QUESTION #5.**

Please clarify if there **are any age and mileage requirements on SPARE vehicles** that are to be provided by the contractor pursuant to page 6, item (c ) of the RFP;

**ANSWER #5.**

See addendum # 8.

**QUESTION #6.**

On Page 7, Item ( e) states that **“vehicles must meet Broward County’s standards for clean fuel petroleum buses or use a greener technology such as hybrid and electric power”**. In checking with Broward County, we have been informed that Broward County does not have any issue with using gasoline vehicles in the Broward County Community Bus Program. At the Pre-Proposal Conference it was stated that the City of Hallandale Beach only wants Propane Vehicles or greener technology such as hybrid or electric vehicles utilized in this solicitation. **Please confirm if gasoline vehicles are not acceptable in this solicitation;**

**ANSWER #6.**

See addendum # 8.

**QUESTION #7.**

Due to the cost and availability of hybrid and electric vehicles, it appears that the only vehicle that will be cost effective and utilized in this solicitation if gasoline vehicles are not allowable would be propane vehicles. The **largest propane tank capacity** available in the size vehicle that is specified in this solicitation is a **67 gallon tank**. Due to the City of Hallandale Beach’s Community Shuttle Routes that operate 12 hours per day along with the Propane Tank 80% rule where the Propane Tank can only be filled 80% due to the temperature allowing for expansion (attached are copies of the Propane 80% rule from Amerigas and Paracogas). Will the 67 gallon tank or 53.6 gallons utilizing the 80% Rule **allow for the Hallandale vehicles to complete the required 12 hour shift?** If not, **will the City reimburse the contractor for additional drivers and vehicles to allow for fueling** vehicles during normal operating hours?

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PROPANE TANKS

# PROPANE TANKS & THE 80% FILL RULE

Posted by [Heidi N](#) | November 29, 2013

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How many gallons of propane are in a 120-gallon tank? Some of you may recognize this as a trick question. The tank has a 96-gallon capacity. So why aren't propane tanks ever filled up all the way? That has to do with the 80% fill rule.

The 80% fill rule is a preventative safety measure against the fluctuations that happen inside a tank. Propane, like water, will expand when heat is added to it. Propane, however, will increase in volume nearly 17 times greater than water over the same temperature increase. To allow for this expansion, propane containers are filled to only 80% of their capacity.

That means a tank that is 80% full on a mild March day, might register as 85-percent (or higher) at the mid-July cook out. It's the same amount of propane, but it's <sup>TOP</sup> taking up more space. So the extra space in the tank is a

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cushion against the pressure that builds up in a tank when it's hot.

Want to know the fill capacity of your propane tank? Multiply the tank's total capacity by 0.8. Here's a handy cheat sheet showing you total number of gallons remaining based on your tank size and current gauge level.

[PROPANE TANK](#)   [SAFETY](#)



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# The 80 Percent Rule: Why Your Propane Tank Is Never Full

March 12, 2018



([http://www.facebook.com/share.php?u=https://www.paracogas.com/blog/80-percent-rule-why-your-propane-tank-never-full&title=The 80 Percent Rule: Why Your Propane Tank Is Never Full](http://www.facebook.com/share.php?u=https://www.paracogas.com/blog/80-percent-rule-why-your-propane-tank-never-full&title=The%2080%20Percent%20Rule%3A%20Why%20Your%20Propane%20Tank%20Is%20Never%20Full))



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([https://twitter.com/intent/tweet?url=https://www.paracogas.com/blog/80-percent-rule-why-your-propane-tank-never-full&status=The 80 Percent Rule: Why Your Propane Tank Is Never Full+https://www.paracogas.com/blog/80-percent-rule-why-your-propane-tank-never-full](https://twitter.com/intent/tweet?url=https://www.paracogas.com/blog/80-percent-rule-why-your-propane-tank-never-full&status=The%2080%20Percent%20Rule%3A%20Why%20Your%20Propane%20Tank%20Is%20Never%20Full+https://www.paracogas.com/blog/80-percent-rule-why-your-propane-tank-never-full))



(mailto:?subject=The 80 Percent Rule: Why Your Propane Tank Is Never Full&body=Check out this site <https://www.paracogas.com/blog/80-percent-rule-why-your-propane-tank-never-full>)

If you're a keen observer, you might have noticed that your propane tank is never 100 percent full. The question is, why?

The one word answer is safety.

Much like water, propane expands in the presence of heat. The difference between the two is *how much* propane expands. Propane increases in volume to nearly 17 times the volume of water over the same temperature increase. If your tank is full and the temperature inside the tank rises, your tank becomes dangerous.

That's why propane tanks are typically filled to only about 80 percent (slightly more in underground tanks, where the ground insulates the tank from big temperature swings). The extra space in the tank is a preventative measure – a cushion against the pressure that builds up in a tank when it's hot. Our drivers use a fixed liquid level gauge to make sure we don't overfill.

To calculate the approximate fill capacity of your propane tank, multiply the tank's total capacity by 0.8. Here's a cheat sheet:

<b>Tank size (gallons)</b>	<b>80 percent (gallons)</b>
120	96
150	120
200	160
250	200
500	400

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**ANSWER #7.**

See addendum # 8.

**QUESTION #8.**

Are the SPARE vehicles that are required and provided by the contractor need to be Propane?

**ANSWER #8.**

See addendum # 8.

**QUESTION #9.**

Added Technology such as GPS, Automatic Passenger Counters (APC's) and Automatic Announcing Systems are required pursuant to pages 6 and 7 of the RFP. **Who is responsible for the cost of this added technology and also the costs of the monthly reoccurring fees** associated with this technology;

**ANSWER #9.**

See addendum # 9.

**QUESTION #10.**

This RFP has three (3) Cost Proposal Options. Are the proposers required to submit all three (3) options in their submittals or may they select to only one or tow of the three options;

**ANSWER #10.**

See addendum # 8.

**QUESTION #11.**

Cost Proposal Option # 1 is for the **Contractor to supply the buses**, Cost Proposal Option # 2 is for the **City to supply the buses** and Cost Proposal Option # 3 is for the **City to supply the buses and the added technology including mobile app tracking, on-board cameras and on-board Wi-Fi**. Since Option 3 refers to the City to supply the added technology, please clarify that in Option 1 and Option 2 technology will be paid by the City;

**ANSWER #11.**

See addendum # 8.

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**QUESTION #12.**

Page 10, Item ( e ) requests “ ***that the contractor provide their response a willingness to maintain the options pricing available for future negotiations should the City require during the term of the five (5) year agreement to utilize either of these options that were not awarded***”. Please clarify if the City is requesting the Contractor to agree to purchase additional equipment where they may not have sufficient time left on the agreement to amortize the cost of the newly purchased equipment. Will the City of Hallandale Beach **make the contractor whole and either extend the agreement** for additional time amortize the cost of the additional equipment or will the City of Hallandale Beach purchase the equipment from the contractor at the un-amortized amount? Also, if the City of Hallandale Beach decides to provide buses after the contractor has already purchase buses for Option #1 of the new agreement, **will the City purchase the new buses from the Contractor** for the un-amortized amount;

**ANSWER #12.**

See addendum # 8.

**QUESTION #13.**

On Page 8, Item #7 ( a ) states that “ **the contractor should provide a comprehensive vehicle replacement schedule that is equal to or superior to the standards set by the Broward County Community Shuttle Bus Program**”. If the vehicles are purchased new for this agreement, please clarify what type of comprehensive vehicle replacement schedule you are requesting as the vehicles should last the term of the agreement and would be superior to the Broward County Standard on replacement vehicles for community bus;

**ANSWER #13.**

See addendum # 8.

**QUESTION #14.**

On Page 24 of the RFP, the example of the cost proposal evaluation states the **lowest cost proposed get 10 points**. Another proposal submitted with a higher cost amount than the lowest cost proposal, you divide the proposed cost by the lowest cost proposed and that will equal a percentage (.70 as in the example). The example states the lowest proposal gets 10 points and the higher proposal received 21 points. Can you explain how this is possible? In the equation provided, it states “ **$10 = .70 * 30 = 21$  which would be the total # of points this proposer’s cost would receive**”. This is clearly wrong, please clarify the correct evaluation formula that will be utilized in this procurement process;

**ANSWER #14.**

See addendum # 8.

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**QUESTION #15.**

On Pages 40-43 of the RFP, title Reference Check Form Section that states “**Do not provide more than three (3) references**” and then states that emails confirmations will be sent and if they are not responded to, the proposing firm will lose points. Question was asked if they could provide additional references in the event that a reference did not respond and was answered no more than three. Please consider allowing additional reference forms to be submitted;

**ANSWER #15.**

See addendum # 9, pages 40-43.

**QUESTION #16.**

In addition to the above mentioned issue regarding references, it has been our experience that many municipalities will not allow their staff to provide written answers or written reference to existing contractors who are currently doing business within that municipality; this has been handled in the past by the Cities requesting the reference to contact the municipality directly by telephone. Please consider this option;

**ANSWER #16.**

See addendum # 9, pages 40-43.

**QUESTION #17.**

Do we have to be an approved vendor of Broward County and can we get a copy of the current contract.

**ANSWER #17.**

Broward County does not require that proposers be Broward County registered vendors. See Exhibit E – Interlocal Agreement Between Broward County and City of Hallandale Beach for Community Bus Service Financial Assistance Only.

**QUESTION #18.**

Can we get a copy of the current contract?

**ANSWER #18.**

See addendum 8.

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**QUESTION #19.**

Before cancelling the contract non compliance, is there a grace period to correct

**ANSWER #19.**

See addendum # 8.

**QUESTION #20.**

Site visit - is it July 11th?

**ANSWER #20.**

See addendum # 7 and addendum # 9.

**QUESTION #21.**

Clean fuel - propane or Hybrid

**ANSWER #21.**

See addendum # 8.

**QUESTION #22.**

Do you have to be a vendor of Broward County.

**ANSWER #22.**

See answer 17.

**QUESTION #23.**

Other than a Project Manager, do you require any additional senior management for this project

**ANSWER #23.**

See addendum # 8.

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**QUESTION #24.**

Cancellation within 30 days. Will the city take over payment of the vehicle.

**ANSWER #24.**

Question is not clear.

**QUESTION #25.**

Is the current rate \$15.00 per hour.

**ANSWER #25.**

Question is not clear.

**QUESTION #26.**

Once awarded...when does the route start?

**ANSWER #26.**

See addendum # 8.

**QUESTION #27.**

Cost per infractions - what is considered an infraction.

**ANSWER #27.**

Question is not clear.

**QUESTION #28.**

Please provide a list of vehicles that would be supplied to the contractor for the pricing option 2. Please also provide a replacement schedule for those vehicles as well.

**ANSWER #28.**

See addendum # 8.

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**QUESTION #29.**

Please confirm the total number of vehicles currently being provided to the contract. Are these currently provided by the incumbent?

**ANSWER #29.**

See addendum # 8.

**QUESTION #30.**

What is the required number of vehicles (including back-up vehicles) that need to be supplied by the contractor for pricing options were the contractor supplies the vehicles?

**ANSWER #30.**

See addendum # 8.

**QUESTION #31.**

Please confirm the base number of years of the contract and option years.

**ANSWER #31.**

See addendum # 8.

**QUESTION #32.**

The RFP states, "While additional data may be presented, the information requested in items #1 through #12, must be included in Firms proposal. Items #1 through #12 represent the criteria after which the proposals will be evaluated." Please confirm the missing #12 in this section.

**ANSWER #32.**

See addendum # 8.

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**QUESTION #33.**

Please confirm which form and documents must be notarized.

**ANSWER #33.**

See addendum # 8.

**QUESTION #34.**

Will the city consider amending the following language to state this? "Any extension of this agreement will be by mutual agreement of the Parties."

**ANSWER #34.**

See addendum # 8.

**QUESTION #35.**

Will the City consider amending the following language to this? "Either party may terminate this Agreement for upon not less than ninety (90) days prior written notice to the other party."

**ANSWER #35.**

See addendum # 8.

**QUESTION #36.**

Will the City agree to adding the following language? "City and Contractor will consult on a regular basis concerning the Transportation requirements of City. In the event of increases or decreases in the number of passengers requiring Transportation, or in routes or schedules, the number of buses and the number of spare buses will be adjusted accordingly. City may increase or decrease services to be provided by Contractor under this RFP ("Schedule Readjustments"). However, where Schedule Readjustments impact by 5% or more the service levels or equipment levels required of contractor under the assumed routes, schedules, days of service, hours or miles, or vehicle requirements contained in this RFP, Contractor shall be permitted to adjust rates commensurately to cover increases or decreases in cost structure associated with such changes by City."

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**ANSWER #36.**

Any language proposed revising the City's agreement language and Terms and Conditions must be submitted through the variance form.

**QUESTION #37.**

Does the City have any property available for the contractor to operate this service out/off of?

**ANSWER #37.**

See addendum # 8.

**QUESTION #38.**

Please provide the current rates paid to the existing contractor for variable and fixed costs. Also, please indicate the total amount paid to the contractor for the last fiscal year.

**ANSWER #38.**

See addendum # 9.

**QUESTION #39.**

Please confirm the volume of hours and/or trips on which proposers should base their proposals. Please describe plans for any changes to the volume of hours in the next 12 months.

**ANSWER #39.**

See addendum # 8.

**QUESTION #40.**

Please clarify how the prices will be evaluated; will the full contract term be considered or only the year 1 price?

**ANSWER #40.**

See addendum # 8.

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**QUESTION #41.**

Please provide the revenue service hour definition for each of the services listed in the RFP.

**ANSWER #41.**

See addendum # 8.

**QUESTION #42.**

Please provide/confirm the current revenue miles and hours; current deadhead miles and hours; and current total miles and hours for these services.

**ANSWER #42.**

See addendum # 8.

**QUESTION #43.**

Please clarify the number of vehicles used in revenue service by day of week and peak service hours and number of buses in service at these times.

**ANSWER #43.**

See addendum # 8.

**QUESTION #44.**

Please provide the current call volume, broken down by weekday, Saturday and Sunday to include hourly levels if possible.

**ANSWER #44.**

This information is not available.

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**QUESTION #45.**

Please provide detailed information for each fixed route to help with blocking and scheduling. Please include deadhead hours and miles, number of buses currently used on each route, pull-out and return-to-yard times, etc.

**ANSWER #45.**

See addendum # 8 and Exhibits A through F.

**QUESTION #46.**

For fixed route service, please clarify if billable time continues past scheduled hours on the last trip due to exterior factors (traffic, weather, incidents, etc.).

**ANSWER #46.**

See addendum # 8.

**QUESTION #47.**

Does the CITY have any requirements regarding support vehicles? Type, number, age limit, fuel type. How many are currently being supplied by the contractor?

**ANSWER #47.**

See addendum # 8.

**QUESTION #48.**

Please confirm that for revenue service, propane fueled vehicles are required. Please provide any additional vehicle specifications.

**ANSWER #48.**

See addendum # 8.

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**QUESTION #49.**

Who is responsible for providing fuel? Agency or contractor?

**ANSWER #49.**

See addendum # 8.

**QUESTION #50.**

If the Contractor is responsible for providing fuel and given historical volatility of fuel costs, will the agency include a fuel escalator clause in the contract?

**ANSWER #50.**

See addendum # 8.

**QUESTION #51.**

Please advise if the contractor is required to provide any items on the bus [fareboxes, radios, MDT, etc.].

**ANSWER #51.**

See addendum # 8.

**QUESTION #52.**

Under the pricing model where the city will provide the revenue vehicles, please confirm whether the contractor is responsible for engine and transmission overhauls for the vehicles?

**ANSWER #52.**

See addendum # 8.

**QUESTION #53.**

Are there any remaining warranties for the fleet or provided equipment?

**ANSWER #53.**

See addendum # 8.

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**QUESTION #54.**

What is the current on time performance for the service?

**ANSWER #54.**

This information is not available.

**QUESTION #55.**

Please provide a listing of any liquidated damages charged or incentives earned over the past 12 months. Please clarify if the liquidated damages listed in the rfp differ from the current contract.

**ANSWER #55.**

See addendum # 8.

**QUESTION #56.**

On-Time Performance -- is sampling accepted or 100% of trips?; Is a pickup before the window still considered on-time?

**ANSWER #56.**

Methodology to be determined.

**QUESTION #57.**

Please verify that there is no Disadvantaged Business Enterprise (DBE) goal established for this contract and that a good faith effort is not required.

**ANSWER #57.**

No.

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**QUESTION #58.**

Please provide a list of the positions currently provided by the contractor for this operation. Please indicate whether these positions are 100% dedicated to this contract.

**ANSWER #58.**

See addendum # 9.

**QUESTION #59.**

We intend to hire as many of the existing employees as possible. In order for us to ensure that they make at least as much, or more than they do now, please provide a seniority list for the current employees for this contract, and indicate position, full time or part time, length of service, and current rate of pay.

**ANSWER #59.**

This information is not available as the City does not hire drivers.

**QUESTION #60.**

Are the current drivers/employees part of a labor union? If yes, please provide a copy of the current labor agreement and the contact name and number for the union representative.

**ANSWER #60.**

This information is not available as the City does not hire drivers.

**QUESTION #61.**

Please provide information regarding the current benefits and co-pays for the current employees to include drivers and staff. Please include as many specifics as possible.

**ANSWER #61.**

This information is not available as the City does not hire drivers.

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**QUESTION #62.**

Please clarify any specifics required relating to phone and data lines needed. Number of lines, data line type (CABLE, T-1, TDD, ETC.).

**ANSWER #62.**

This information is not available as the City does not hire dispatchers.

**QUESTION #63.**

How many years has the existing contractor held this contract including extensions?

**ANSWER #63.**

See addendum # 9.

**QUESTION #64.**

Please provide copies of the last three months of management reports from the Contractor.

**ANSWER #64.**

This information is not available.

**QUESTION #65.**

Please provide copies of the last three months of invoices from the Contractor.

**ANSWER #65.**

See addendum # 10

**QUESTION #66.**

PLEASE PROVIDE A COPY OF THE CURRENT CONTRACT FOR THESE SERVICES.

**ANSWER #66.**

See addendum # 9.

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**QUESTION #67.**

At various times, state, federal, and local governments change laws, rules and regulations which require a company to increase the wages or benefits for the employees that will be employed under this contract. If such an event occurs during the term of the agreement, how will the agency respond for a request for increased compensation. For example, the recent affordable care act legislation significantly affected the level and cost of medical coverage for employees. Since these events cannot be anticipated and the costs are so significant, we need to understand the risk associated with such laws, rules or regulations.

**ANSWER #67.**

This is the cost of operations the city will not adjust rates based on regulation changes. Any changes to this policy will be determined by the City Attorney and City Manager with the awarded contractor.

**QUESTION #68.**

LD / REPORTING: Please provide a listing of any Liquidated Damages charged or incentives earned over the past 12 months. Please clarify if the Liquidated Damages listed in the RFP differ from the current contract.

**ANSWER #68.**

This information is not available.

**QUESTION #69.**

LD / REPORTING: Are the changes in the Liquidated Damages for this new RFP that are changed from what is currently in place with the current contract?

**ANSWER #69.**

See addendum # 8.

**QUESTION #70.**

LD / REPORTING: Would the agency consider postponing Liquidated Damages during the first 90 days of the new contract period for a new contractor?

**ANSWER #70.**

See addendum # 8.

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**QUESTION #71.**

1. Software: Please describe, including manufacturer product name and version number, the scheduling and dispatching products in place.

**ANSWER #71.**

This information is not known.

**QUESTION #72.**

2. Software: Please describe any additional modules in place to supplement the scheduling and dispatching system. For example, tools for call management, complain management, rider communication via IVR or text, ETC.

**ANSWER #72.**

The City utilizes the City's website to management complaints received by the City. Please refer to [COHB.org/minibus](http://COHB.org/minibus)

**QUESTION #73.**

3. Software: Please indicate whether these products are hosted by the client, software manufacturer or if First Transit would be required to provided hosting services.

**ANSWER #73.**

If the City provides a technology package this information will be provided and coordinated with awarded contractor.

**QUESTION #74.**

4. Hardware: please describe the manufacturer make and model of any equipment currently in use or planned for use on the vehicles including cameras, safety/security systems, routers, signs, passenger counters, tablets and fare boxes.

**ANSWER #74.**

If the City provides a technology package this information will be provided and coordinated with awarded contractor.

**QUESTION #75.**

5. Hardware: is there a requirement for integration of tablets, signage, passenger counters with the dispatching system?

**ANSWER #75.**

If the City provides a technology package this information will be provided and coordinated with awarded contractor.

**QUESTION #76.**

IT: Are there any non-standard system applications that need to be installed on Contractor's workstations?

**ANSWER #76.**

If the City provides a technology package this information will be provided and coordinated with awarded contractor.

**QUESTION #77.**

IT: What systems, applications or on-bus technology does the contractor need to provide computers or servers for?

**ANSWER #77.**

If the City provides a technology package this information will be provided and coordinated with awarded contractor.

**QUESTION #78.**

IT: Are there any current challenges or concerns with provided technology that need to be addressed? An example might be the system lacks capacity for anticipated growth.

**ANSWER #78.**

This information is not available. If the City provides a technology package this information will be provided and coordinated with awarded contractor.

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**QUESTION #79.**

IT: Please provide a diagram of the technology landscape showing applications/services, who uses each, are they on a server or in the cloud, etc.

**ANSWER #79.**

If the City provides a technology package this information will be provided and coordinated with awarded contractor.

**PLEASE NOTE RECEIPT OF ADDENDUM #11 BY SIGNING BELOW AND INCLUDE WITH YOUR FIRM'S SUBMISSION.**

**I ACKNOWLEDGE RECEIPT OF ADDENDUM #11:**

Company:	
Name:	
Title:	
Signature:	
Date:	

Sincerely,



Andrea Lues, Director, Procurement Department