

**REQUEST FOR PROPOSALS (RFP)
FOR THIRD PARTY OPERATION OF TRANSIT SERVICE FOR CRISP COUNTY**

1. NOTICE TO PROPOSERS

Crisp County Board of Commissioners (BOC) invites proposals for a service provider for the operation of its Section 5311 Rural public transit service, for a one-year period, with an option at the discretion of the Crisp County BOC to extend for four (4) additional years. This public transit service is a federal and state subsidized service through 49 USC Section 5311, Federal Transit Administration Other than Urbanized Areas Transit Fund Program. Copies of the Request for Proposal (RFP) document may be obtained from:

Sherrie Leverett
Director of Finance
210 South 7th Street
Cordele, GA 31015
229-276-2673
sleverett@Crispcounty.com

The Crisp County Board of Commissioners seeks proposals from qualified firms or organizations (public, private, non-profit) with experience in all aspects of public transportation administration, planning, management, operations and vehicle maintenance, and coordination with County, County, regional, state, and federal agencies.

The RFP includes the Terms and Conditions and Technical Specification defining the requirements of the Crisp County Board of Commissioners and identifies all significant evaluation factors, listed in descending order of importance.

An evaluation committee will consist of representatives with sufficient technical expertise to adequately address and evaluate proposals received.

The RFP is publicly advertised and issued to all requesters.

Proposers must submit proposals in two (2) parts. The first part includes, but is not limited to technical and contractual proposal, including all required submittals. The second part includes, but is not limited to proposed price and cost data, including all required submittals. All information including the number and names of Proposers is kept confidential, within legal constraints. Each proposal part must be submitted in separate sealed envelopes and be clearly labeled as: Response to Transit RFP – Technical Proposal and Response to Transit RFP – Cost Proposal

Technical proposals should identify any proposed substitution or additional features with an explanation of the benefits they offer the county. It is expected that the cost impact of these benefits will also be reflected in the cost proposal. Price quoted will be for a firm-fixed per service hour cost rate to cover the administrative cost and for the service hours that are generated by the service demand.

This procurement shall conform to the procurement requirements of the Georgia State Purchasing Code, with emphasis on Sections 50-5-67 and 50-5-83.

This procurement process shall also conform to the procurement requirements of the Federal Transit Administration's Third-Party Contracting Requirements Circular Number C.4220.1f. Per C.4220.1f, this is procurement by competitive proposal/request for proposal.

Public opening of bid of proposals will be held on Monday, February 13, 2023 at 2:00 P.M. The Finance Director will open the proposals at the Crisp County Government Center, 210 S. 7th Street, Room 305, Cordele, Georgia and will distribute the proposals to the evaluation committee for review.

The evaluation committee will evaluate the formal proposals received and rank them in order of preference. The evaluation committee may conduct interviews with those firms determined to be within the competitive range.

The county reserves the right to award a contract on the basis of proposals submitted without negotiation, to reject any and/or all proposals, to re-advertise for proposals and to waive any informality in any proposal and to determine the most responsive proposal by its own criteria, as described within the specification.

Discussions will not disclose information contained in competing proposals.

A final ranking of candidates will be made and interview and negotiations held with those proposers determined to be within the competitive range.

PROSPECTIVE PROPOSERS MAY SUBMIT QUESTIONS CONCERNING THE PROPOSAL. QUESTIONS MUST BE SUBMITTED BY FEBRUARY 1, 2023, 5:00 PM LOCAL TIME. QUESTIONS MUST BE SUBMITTED IN WRITING. EMAIL SUBMISSION OF QUESTIONS IS PREFERRED. QUESTIONS SHOULD BE DIRECTED TO:

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Director of Finance
210 South 7th Street
Cordele, GA 31015
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Response to Questions:

A response to questions received in writing will be sent to all parties as an addendum to the RFP and posted to the Crisp County website. Only a written addendum to the RFP shall change the RFP language. Crisp County shall not be responsible for oral interpretations.

ALL PROPOSALS MUST BE RECEIVED BY 2:00 P.M., CRISP COUNTY LOCAL TIME ON FEBRUARY 13, 2023. NO PROPOSALS SHALL BE ACCEPTED AFTER THIS TIME AND DATE.

All correspondence and sealed proposals shall be directed to: Sherrie Leverett, Director of Finance Crisp County, 210 South 7th Street, Suite 309 Cordele, GA 31015

One original and four copies of the proposal should be submitted to Sherrie Leverett for review. The county will not be responsible for any costs incurred by Proposers in response to this Request for Proposals (RFP).

REQUESTS FOR EXCEPTIONS, DEVIATIONS OR APPROVED EQUALS TO THE REQUEST FOR PROPOSALS AND/OR SPECIFICATIONS MUST BE SUBMITTED TO Crisp County NO LATER THAN 5:00 P.M., LOCAL TIME, ON FEBRUARY 6, 2023.

Proposing firms must not be on the System of Award Management (SAM) list of ineligible firms. The successful Proposer will be required to comply with all applicable Equal Employment Opportunity (EEO) laws and regulations. Disadvantaged Business Enterprises (DBEs) shall be afforded full opportunity to submit proposals.