

## II. INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS

The following shall be considered an essential part of this Request for Proposals (RFP).

### A. General Information

Proposals are requested by the Modoc Transportation Agency, referred to as “MTA” herein, for the provision of labor, insurance and technical expertise for the Sage Stage deviated fixed route bus system and Local Bus services. For purposes of this RFP, independent contractors interested in submitting proposals are referred to as “OFFEROR” or “CONTRACTOR”.

Incorporated into this RFP is a DRAFT AGREEMENT which specifies the scope of work required. The successful OFFEROR to whom an award is made will be required to enter into an agreement with MTA substantially similar to the DRAFT AGREEMENT. The final AGREEMENT will incorporate changes or revisions necessitated by the RFP process and negotiations, and will be subject to review and approval of the MTA Legal Counsel. The selected OFFEROR will be responsible for meeting all requirements as specified in the DRAFT AGREEMENT, including but not limited to, employee standards and training, safety, on-time performance, reporting, billing, insurance coverage, appropriate licensing and other federal and/or state legal requirements.

### B. Tentative Schedule

The proposal timeline is as follows:

Release of RFP .....	December 20, 2018
Deadline for Submission of Written Questions .....	January 28, 2019
Response to Written Questions or Clarifications .....	<del>February 5, 2019</del> February 19, 2019
Proposals Due .....	<del>March 12, 2019</del> March 26, 2019
Protests to Caltrans due.....	<del>March 27, 2019</del> April 9, 2019
Review Proposals.....	<del>April 4-7, 2019</del> April 15, 2019
Award Contract .....	<del>April 14, 2019</del> April 29, 2019
Protests due.....	<del>April 28, 2019</del> , May 13, 2019, before 2:00 p.m.
Contract Start.....	July 1, 2019

These tentative dates, including service beginning date, are subject to change at the sole discretion of the MTA.