



Addendum

Addendum Number:	1
Addendum Date:	12/20/2024
Project Name:	Electric Shuttle Feasibility Study
Prepared By:	Lindsey Nieratka
To:	All bidders of record

This addendum amends the original RFP. Where any part of the RFP is amended, the unaltered provisions are to remain in effect.

Proposers must acknowledge receipt of any and all addenda as required by the General Requirements of the RFP and in Section 4 of this document. The acknowledgement page should be signed and included in the proposal document.

All requirements of the Contract Documents remain unchanged.

Part 1 – Amendments to the RFP

1. None

Part 2 – Attachments

1. None

Part 3 – Questions & Answers

- 1) Is engagement with Village Commissions intended to be a one-time activity during Task 2, or is it intended to continue throughout the project?

ANSWER: Commission engagement may be a one-time activity but there are multiple commissions which may need to be engaged.

- 2) Is the project's three-month schedule driven by any external deadlines? If not, would the Village consider proposals using a longer schedule?

ANSWER: No, the schedule is not driven by any external deadline. The Village would consider a longer schedule with justification.

- 3) Is there an anticipated budget for this project?

ANSWER: The Village of Oak Park does not have a specific budget identified for assessing the project requirements and scope of work.

- 4) With the upcoming holiday season, many of our team members will be taking time off to spend with their families. To ensure we can provide the best possible proposal, would the Village consider offering an extension for the submission deadline?

ANSWER: No, the Village took the holidays into consideration when developing the timeline.

- 5) Can you provide a count of the current number of vehicles in your fleet?

ANSWER: The Village does not have fleet vehicles which would be considered for the electric shuttle program.

- 6) In addition to Section VI Pricing Proposal Form and other forms, does the Village have any further guidance as to what else they want to see to make an evaluation (e.g. format, sections, etc.)?

ANSWER: No, the Village does not have a preference for proposal format other than the provided forms.

- 7) Can the Village provide details on how proposals will be evaluated?

ANSWER: The proposals will be evaluated in terms of the response and approach to the engagement objectives and statement of work in section IV and V.

- 8) The RFP references a previous shuttle service in the Village. Is there any information available about that service—how large of a fleet it had, what services it provided, was it privately run, for example?

ANSWER: The previous shuttle service ran for several years beginning in 2004. The vans (One 10 passenger bus and two 6 passenger vans) were leased from Pace and maintained by the Village. The shuttle ran from 10am until 5:30pm for most of the year and until 9:30pm between Memorial Day and Labor Day. The Oak Park Shuttle was a free community circulator system connecting business districts, tourist sites, government offices and public transit stops, such as Pace and CTA bus stops, and CTA and Metra rail lines. The route that included 21 stops at 30-minute intervals along an eight-mile course.

Part 4 – Acknowledgement

I acknowledge the receipt of this addendum for the referenced project by signing the acknowledgement and returning it with the proposal. This acknowledgement must be signed and included with proposal.

Addendum Number:	
Date:	
Name:	

Signature:	
Company:	

End of Addendum