



## ADDENDUM 2

### DISPATCH SOFTWARE

ISSUE DATE: MARCH 14, 2025

#### 4.5 ADDENDUM

Any corrections or changes to this RFP will be made by written addendum only, duly numbered, dated, issued, and posted on the PLT website.

Should an addendum be posted on the website, the proposal shall illustrate that each addendum has been received and read.

Prepared by:  
Prairie Lakes Transit (PLT)  
Faribault-**Martin County**  
**Attn: Jeremy Monahan**

1023 Dewey Street North  
PO Box 996  
Fairmont, Minnesota  
56031



1. Q: Do your agency's fixed routes operate blocks/interlines?

A: No

2. Q: It is our understanding that when the RFP indicates that the system MUST perform a function, the vendor assumes that this is required functionality. When the RFP indicates that the system SHOULD perform a function, the vendor assumes that the functionality is not required but is desired. Does this align with your agency's intent with regard to your RFP?

A: Yes

3. Q: Shall all submitters include pricing for 10% spare equipment?

A: No

4. Q: Would the transit agency consider selecting a partner proposal with two different providers for deviated fixed route and dial-a-ride services to ensure the best solution for each service type?

A: PLT does not dedicate fleet or staff to one service or the other. Because of this, a single vendor is desired that can handle both service types. PLT would accept a partner proposal from two vendors if the vendor's software were linked and could communicate through APIs. PLT does not desire partner proposals which require logging into two different platforms.

5. Q: In the RFP it states that the agency is interested in using existing tablets. Would the agency consider a proposal including ruggedized transit grade VLU and separate mobile data terminal?

A: No PLT is not interested in ruggedized transit-grade VLU and separate MDT. Any in-vehicle hardware must be an Android tablet.

6. Q: Please provide an inventory list including make/model, vehicle length, number of doors, type of service (deviated fixed route or dial-a-ride).

A: Vehicles are intermixed and on any day can be used on the deviated fixed route or dial-a-ride service. All but one vehicle are cutaway style with a single front entry

door for passengers, a driver entry door, and additional door in the rear with a wheelchair ramp that is only used when the ramp is deployed. PLT has one Minivan with a Ramp conversion kit. PLT currently has 16 Ford Elkhart Coaches (22'-26'), 1 Chevy Elkhart Coach (22'), 1 Ford Aerotech (27'), and 1 Chrysler Conversion (17')

7. Q: Please provide more information about the fare collection systems your agency currently uses (digital, electronic, etc.) and what would need to be integrated with the dispatching software?

A: The fare collection system will not be integrated with the dispatch software. The fare collection system is not digital or electronic. The dispatch system should auto calculate the fare for dial-a-ride at the time the ride is scheduled. The driver's tablet should display the fare for dial-a-ride trips to the operator. For deviated fixed route trips the tablet should display the various rider and associated fare types for the driver to select from.

8. Q: What is the estimated number of texts needed for SMS/texting requirements?

A: 3,200 monthly

9. Q: Is the agency interested in procuring other on-board technologies such as SSO with head sign integration, automatic voice announcements, integration with the interior dynamic message sign (DMS) for ADA purposes, automatic passenger counters (APC's), etc.?

A: No

10. Q: Does the agency desire that the system be entirely browser-based, with no software installation required on local devices?

A: Yes

11. Q: In reviewing the schedule, we noticed that the timeline between response to questions and proposal submission date is 10 business days. To deliver a more thoughtful proposal response will Prairie Lakes Transit be willing to extend the due date for final submission by 5 business days to April 7?

A: No

12. Q: Have you established a preliminary budget or budget range for this project?

A: This project is funded through a 2024 MnDOT technology grant. For information on MnDOT grants see <https://www.dot.state.mn.us/transit/selection.html>

13. Q: In addition to using the supplied pricing sheets, may vendors also submit pricing in their own format (to mitigate confusion)?

A: Vendors must fill out the pricing sheet but can include supplemental information as desired.

14. Q: How many staff members require software training?

A: Breakdown below:

- a. Dispatch? 8-9 staff
- b. Reporting? 3 staff
- c. Administration? 2 staff
- d. Operations/Maintenance? 3 staff

15. Q: How many drivers require training?

A: 30 drivers

16. Q: Where will the training take place?

A: See Section 2 of RFP

17. Q: How many vehicles are available for installation at any given time?

A: Breakdown below, but preference for installation to occur during normal business hours.

- a. During normal business hours? 4 vehicles
- b. Outside normal business hours? 12 vehicles

18. Q: Where will vehicle installation occur (outside parking lot, covered lot, garage, etc.)?

A: Plan to have vehicle installation occur at PLT facility in Fairmont (indoor).