

Question: Page 12, Description of Services, requests a copy of the “automatic payment agreement.” Does MDOT intend for this to be (1) the written Passenger Agreement between the MichiVan provider and each individual rider, (2) the banking information form that authorizes direct debits, ACH withdrawals, etc., or (3) both? If only Item (2), please clarify if MDOT intends to continue the requirement of Individual Passenger Agreements that supports individual passenger billing with the exception of employer sponsored vanpools (Three Party agreements).

Answer: For the purpose of the proposal, Item #1, as stated above, “the written Passenger Agreement between the MichiVan provider and each individual rider” is sufficient. Banking information will be required after the contract is awarded to the selected MichiVan contractor in order to set up the payment account with MDOT.

Question: Page 6 provides the fleet mix of 7, 10, 12 and 15 passenger vehicles currently used in the program. Please clarify if you intend for these vehicles to be the following seating configurations as are presently used in the MichiVan Program.

- a. 7 Passenger Minivan
- b. 10 Passenger Center Aisle Conversion
- c. 12 Passenger Factory (Ford and GMC/Chevrolet)
- d. 15 Passenger Center Aisle Conversion
- e. 15 Passenger Factory (Ford and GMC/Chevrolet)

Answer: There are no requirements for seating configuration as long as the minimum seating capacity, as indicated on P. 7 of the RFP, is met.

Question: Page 8, Guaranteed Ride Home Program, indicates the MichiVan provider is responsible for program literature and reimbursement. Is it MDOT’s intent that the MichiVan provider administer this benefit for all MichiVan vanpool participants and that this service not be coordinated with Local Rideshare Offices who offer the same service?

Answer: Guaranteed Ride Home (GRH) Program is to be administered by the selected MichiVan contractor and the expenses incurred by the MichiVan GRH participants will be reimbursed under the MichiVan contract. The selected MichiVan contractor will be responsible for coordinating with the Local Rideshare Offices, as applicable, to ensure that the program is properly implemented.