

REQUEST FOR QUOTES

GTFS Workshop

The Atlanta Regional Commission (ARC) is seeking quotes from consultants experienced in General Transit Feed Specification (GTFS) to conduct a GTFS workshop for regional partners. General Transit Feed Specification (GTFS) is a global standard in defining a common format for public transportation schedules and associated geographies. Adhering to the standards set forth for GTFS feeds allows agencies to publish their transit data for developers to write applications that consume the data in an interoperable manner. As we move closer to offering Mobility as a Service solutions, GTFS static, real-time, and flex schedules will become increasingly important to produce with a high level of dependability and accuracy.

The four major operators in the Atlanta Region, MARTA, Xpress, CobbLinc and Gwinnett County Transit, have expressed a need to gain a better understanding of the benefits of GTFS. To best support our partner agencies and developer community, ARC will be hosting a one-day GTFS workshop. The workshop will be led by a consultant who meets the requirements and capabilities set forth in this document.

The Scope of Services for the work is attached as Exhibit A and provides information regarding level of effort required as well as specific tasks to be accomplished. ARC intends to contract for work during calendar year 2018. It is anticipated that available funds for the project will be approximately \$5,000. Interested consultants should submit a proposed budget in the format of Exhibits B and B-1 based on the factors and scope of work outlined in Exhibit A.

Consultant(s) who would be ideal to conduct the workshop should have a master level understanding of GTFS, GTFS-RT, and GTFS- Flex. The consultant must demonstrate experience in developing GTFS strategies and implementing GTFS workflows with transit agencies of both large and small fleet sizes. Consultant must provide documentation of previous workshops and/or presentations given on GTFS.

ARC, in accordance with Title VI of the Civil Rights Act of 1964, hereby notifies all Respondents that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises shall be afforded full opportunity to submit proposals in response to this invitation and shall not be discriminated against on the grounds of race, color, sex, handicap, or national origin in consideration for an award.

It is the policy of ARC that Disadvantaged Business Enterprises (DBEs) (49 CFR Part 26) have the maximum opportunity to participate, either as contractors or as subcontractors, in the performance of Commission contracts to the extent practical and consistent with the efficient performance of the contract. ARC's current DBE goal is 15.654%. Information regarding ARC's

DBE Program can be found at <https://atlantaregional.org/about-arc/business-services-finance/arc-business-opportunities/>

Proposals must include the following information:

1. Name of lead firm and any sub-consultants.
2. Point of contact (name, title, phone number, mailing address, and email address) at lead firm.
3. Description of relevant experience on projects of this type and a list of at least 2 references within the past 5 years, with current contact information.
4. A description of the technical approach proposed for accomplishment of the work.
5. A proposed schedule and work plan for the accomplishment of the work described in Exhibit A. The work plan should include estimated hours by category for each task identified in Exhibit A. Use the format at Exhibit B-1 for the estimated hours per task.
6. A proposed project budget in the format of Exhibits B and B-1 to this RFP.
7. Any other pertinent information.

The review of written proposals will be based on the following evaluation criteria, with the relative weights in parentheses:

- 1) Related experience and references of the firm or project team (30%)
- 2) Technical approach (40%)
- 3) Work plan and schedule (20%)
Note: This includes the consultants' ability to demonstrate a balanced workload for its staff in order to carry out its responsibilities to ARC in balance with any other contracts the consultant may have.
- 4) Proposed budget (10%)

Proposals should be submitted to Shayna Pollock at spollock@atlantaregional.org or to the following address no later than Friday, July 13th at 5:00pm:

Atlanta Regional Commission
ATTN: Shayna Pollock
International Tower
229 Peachtree Street NE
Suite 100
Atlanta, Georgia 30303

EXHIBIT A SCOPE OF SERVICES

I. General

The work to be accomplished by the consultant team is in support of the following Atlanta Regional Commission (ARC) work program component:

Cost Center 406CTB- Regional Transit Implementation

II. Work Tasks

Task 1: Survey

Prior to the workshop, a brief survey shall be sent to all potential participants to gauge level of expertise, maintenance tools used, and other information to be of benefit for a productive workshop.

Task 2: Workshop

Conduct day long workshop.

The workshop should a minimum include discussion on the following:

- Why GTFS? Motivation, adoption, user cases
- Definitions of GTFS, GTFS-RT, GTFS- Flex
- Maintenance Tools
- Best practices in publishing GTFS feeds
- What's next for GTFS

The workshop, if possible, should include hands on training on the following:

- Creating an example feed
- Validating a feed
- Consuming the static and or RT feed(s) in a simple app

EXHIBIT B Proposed Project Budget

<u>1. Direct Labor</u>	<u>Estimated Hours</u>	<u>Rate/Hour</u>	<u>Total Est. Cost</u>
(List by position all professional personnel participating in project)			
Total Direct Labor			\$ _____
 <u>2. Overhead Cost</u>			
(OMB circulators A-87 and A-122)			
(Overhead percentage rate) X (Total Direct Labor)			
Total Overhead			\$ _____
 <u>3. Other Direct Costs</u>			
(List other items and basis for computing cost for each. Examples include computer services, equipment, etc.)			
Total Other Direct Costs			\$ _____
 <u>4. Subcontracts</u>			
(For each, list identity, purpose and rate)			
Total Subcontracts			\$ _____
 <u>5. Travel</u>			
a. Travel by common carrier from/to the ARC offices. (List number of trips and Economy class airfare, plus taxi and shuttle fares, etc.)			
b. Travel by private automobile within ARC area. (List # of days x rate)			
Total Travel			\$ _____
 <u>6. Profit (Percentage rate X basis)</u>			
Total Profit			\$ _____
Total Estimated Cost and Profit			\$ _____



EXHIBIT B-1
Proposed Project Budget – By Task

TASK	AMOUNT
Task 1 – Survey	
Task 2a – Workshop	
<u>TOTAL</u>	