



Memorandum

TO: Prospective Bidders
CC:
FROM: Southeastern Regional Transit Authority (SRTA)
DATE: 11/09/2020
RE: Notice of Intent to Release a Request for Proposals (RFP 21-02) for the Acquisition and Installation of Driver Protective / Safety Barriers

The Southeastern Regional Transit Authority (SRTA) is providing Notice of Intent to Release a Request for Proposals (RFP 21-02) for the **Acquisition and Installation of Driver Protective / Safety Barriers** to be fitted on a fleet of sixty-nine (69) Low-Floor Heavy Duty Fixed Route Buses. The anticipated timeframe for this RFP can be found below within the *Estimated Key Action Dates* table.

The following information provides background information for the intended RFP as well as high level view of the “Expected Scope of Services.” Also included with this Notice is a summary of estimated key dates to enable appropriate planning by the Vendor community. The purpose of this Notice is to provide early awareness of this impending RFP in our effort to support broad and fair competition for this Procurement as well as to promote an expedited project schedule.

Please note that the SRTA will not entertain any questions or comments regarding this RFP until the RFP has been officially released, as outlined in the *Estimated Key Action Dates* table.

Background / Expected Scope of Services:

The SRTA is seeking to acquire the hardware and complete installation of Driver Protective / Safety Barriers for the dual purposes of protecting the Operator – relative to the COVID-19 pandemic and other safety considerations – while also continuing to maintain and improve the quality of service for passengers.

The selected Driver Protective / Safety Barriers are to be installed on the entirety of the SRTA’s Fixed Route Bus Fleet – which is inclusive of a variety of Gillig Buses of various manufacturer years, bus lengths, and number of doors.

Additional information regarding the Scope of Services will be outlined in the impending RFP.

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Estimated Key Action Dates:

The dates in the following table are only estimates and are provided to illustrate the current expectations for the timing of actions related to this RFP and the resultant Contract:

Key Action	Estimated Date
RFP Release	November 20, 2020
Site Visits (Upon Request)	TBD
Question and Clarifications Submitted	December 4, 2020
Question and Clarifications Responses	December 11, 2020
Interviews (If Needed)	TBD
RFP Submission Due	December 18, 2020
Notice of Award	January 8, 2021

Note: All Estimated Dates above entail a deadline of COB or 2:00PM EST.

Intent to Respond:

Each Vendor who intends to submit a Proposal in response to the impending RFP shall submit an “Intent to Respond” via email to procurement@srtabus.com (Subject Line: Driver Protective / Safety Barriers RFP Intent to Respond), on or before 4:00PM (EST) on November 18, 2020. The body of the Intent to Respond shall include the name of the Vendor, the name of a Contact Person, and the Contact Information (Phone and Email Address) for the Contract Person.

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