

**REQUEST FOR PROPOSALS (RFP)**  
**MASS TRANSIT OPERATIONAL SERVICES**  
**FARGO, NORTH DAKOTA**  
**MOORHEAD, MINNESOTA**

Notice is hereby given that the City of Fargo, North Dakota and the City of Moorhead, Minnesota, will receive sealed bids for mass transit operational services until 2:00 p.m. Central Daylight Time on Wednesday, September 23, 2020 at which time the bids will be publicly opened at the Metro Transit Garage, 650 23<sup>rd</sup> St N, Fargo ND, 58102. Bids received after the specified date/time will be considered late bids and will not be opened or considered for award.

The Cities of Fargo and Moorhead are seeking one, qualified vendor to provide public mass transportation driver services for the Fargo-Moorhead MATBUS system. Services to be provided include driver operations and record keeping functions required by the Cities of Fargo and Moorhead, States of North Dakota and Minnesota, and the Federal Transit Administrations.

The Cities of Fargo and Moorhead provide dispatch and vehicles, including maintenance, storage and fuel for transit services.

Bidders will provide a bid for both the City of Fargo, North Dakota and City of Moorhead, Minnesota, but each City will execute a separate contract. The resulting contracts will require all bus operators and management staff be cross trained and utilized in both Cities.

The Cities of Fargo and Moorhead currently supply 61 transit vehicles for this service: 34 Fargo Fixed Route and deviated Fixed Route, 12 Moorhead Fixed Route, 15 Paratransit. Ridership annually is approximately 1.8 Million passengers between the Fargo and Moorhead fixed route systems; and approximately 54,000 on Paratransit.

This project will receive federal 5307 funds, CFDA #20.507, up to 50% by Federal Transit Administration.

All bids must be accompanied by a surety bond (authorized to transact business in North Dakota and Minnesota) as follows: 1) One (1) cashier's check made payable to the City of Moorhead in an amount equal to 10% of the first year contract amount for Moorhead only; 2) One (1) cashier's check made payable to the City of Fargo in an amount equal to 5% of the first year contract amount for Fargo only or two (2) separate cashier's checks drawn upon a reputable bank in North Dakota or Minnesota.

All bidders are notified that disadvantaged, women-owned, and small business enterprises are encouraged to submit responses to this request. The Cities of Fargo and Moorhead will ensure that respondents to this request will not be discriminated against based on sex, race, color, creed or national origin in consideration of an award.

A pre-bid meeting will be held on Wednesday, September 9, at 11:30 a.m. in the Metro Transit Garage, 650 23<sup>rd</sup> Street North, Fargo, North Dakota.

- Due to the COVID-19 pandemic, the pre-bid conference will also be held virtually. If you wish to attend virtually, please email [proposals@matbus.com](mailto:proposals@matbus.com) for a virtual link to the meeting prior to September 8, 2020 COB.

Interested proposers are encouraged to attend in person or virtually.

The Cities of Fargo and Moorhead reserve the right to reject any and all bids and to waive any informalities or technicalities in the bidding.

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Copies of the Request for Proposals may be obtained on the [matbus.com](http://matbus.com/doing-business/current-procurements) website at <http://matbus.com/doing-business/current-procurements> or by emailing [proposals@matbus.com](mailto:proposals@matbus.com)