

**Pre-Proposal Conference
For RFP NO. 10-20-1**

**November 17, 2020 10:00 a.m.
555 E. Church Ave., Bartow, FL 33830**

Attendance:

Kelly Brooks, General Manager for MV Transportation
Westley Adams, Regional Director of Sales for MTM Transit
Ed Overn, Regional VP for MTM Transit
Marybeth Soderstrom, Transportation Director
Kathy Hall, Program Coordinator

Ms. Soderstrom reviewed the timeline and selection process for the Heartland Regional Transportation Planning Organization RFP No. 10-20-1 Request for Technical Proposals for the Community Transportation Coordinator Under Florida's Transportation Disadvantaged Program In Desoto, Hardee, Highlands, And Okeechobee Counties, Florida. The RFP was legally noticed and let on October 26, 2020.

Ms. Soderstrom explained the purpose of the Pre-Proposal Conference was to ask questions regarding the RFP. Questions would also be accepted by email until 4 PM on November 17, 2020. Answers to questions asked at the Pre-Proposal Conference and submitting in writing would be answered by 4 PM, November 20, 2020 and posted to the HRTPO website.

The following questions were asked:

- Will the presentations by proposers on January 8 would be in person, and would that be the short list of people or will that be everyone?
- If the required Rate Count model would be one for each County – so there will be four?
- There was a lot of reference to school bus transportation in the RFP. I wasn't quite sure how that correlates to the service that we provide. Could you explain?
- Any restrictions on where the office can be – the central office? Geographical.
- There are four counties in this particular proposal. Could more be added and if more are added would that just be...added to...we could use the same staff...what if another county came to us and said "hey can you help us and work with us" can we do that under this contract or is it exclusive.