



ST. TAMMANY PARISH

MICHAEL B. COOPER
PARISH PRESIDENT

June 26, 2026

Please find the following addendum to the below-mentioned RFP.

Addendum No.: 4

RFP#: 26-6-3

Project Name: STAR Transit Urban Operations

RFP Due Date: Tuesday, July 7, 2026

QUESTIONS & ANSWERS:

Question 1. — Attachment H; Amendment No. 3 to Contract 21-079; Addendum No. 2, Answer 21 and Attachment #1

The solicitation references materially differing service volumes: Attachment H prices "up to 27,000" annual revenue hours; Amendment No. 3 to Contract No. 21-079 raised the service level to 32,000 annual revenue hours; and Answer 21 of Addendum No. 2 states that urban service averages 40,000 revenue hours annually. By contrast, the twelve months of provider invoices furnished as Attachment #1 to Addendum No. 2 reflect operations charges of \$1,475,255 which, at the contracted rate of \$59.95 per revenue hour, imply fewer than 25,000 annual billed revenue hours. (a) For purposes of completing Attachment H, please confirm the single annual revenue-hour figure that Proposers should use. (b) Please state the actual revenue hours delivered and billed in each of the last two completed contract years, and reconcile those figures with the 40,000-hour average cited in Answer 21. (c) Please confirm whether the monthly operations charges reflected in Attachment #1 are net of any credits or offsets for fares or third-party or human-service trip revenue; and if so, please state the gross revenue hours delivered before such offsets and the annual amount of third-party revenue credited against the invoices.

Answer 1. A). The Provider should use the 27,000 annual hours amount that is in the RFP proposal. Once the contract is selected, the contract will read "up to 27,000 hours annually." The contract amount was updated on the previous contracts to reflect the program's needs.

Answer 1. B). The Parish was billed for the following hours:

--October 1, 2024-September 30, 2025: 26,361 hours

--October 1, 2025-September 30, 2026: 24,000 hours (June-September are estimates)



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Answer 1. C). The Parish subtracted these amounts from invoicing:

--October 1, 2024-September 30, 2025: \$18,612.00 fares/\$594,127.00 matching funds

--October 1, 2025-September 30, 2026: \$20,2002.00 fares/\$544,322.00 matching funds
(June-September are estimates)

Question 2. — Section 3.3 — Vehicles; Addendum No. 2, Answer 4

Answer 4 states the current provider operates fifteen (15) vehicles (2 Braun Dodge minivans, 11 Elkhart Coach, 1 StarCraft, and 1 additional Elkhart Coach). Section 3.3 states the Parish provides ten (10) vehicles. (a) Does the fifteen-vehicle figure include the ten Parish-provided vehicles, or are the fifteen vehicles in addition to the Parish-owned fleet? (b) What is the peak number of vehicles required in simultaneous revenue service on a typical weekday?

Answer 2. A). The 15 vehicles are in addition to the 10 vehicles provided by the Parish. The current Provider provides these additional vehicles.

Answer 2. B). The peak number of vehicles required in simultaneous revenue service on a typical weekday is at the discretion of the selected contractor. This amount can be increased or decreased as determined by demand.

Question 3. — Section 3.3 — Vehicles; original Contract 21-079; Addendum No. 2, Answer 4

The original Contract No. 21-079 identifies ten (10) Goshen Coach Impulse vehicles; the current RFP refers to ten (10) Starcraft buses; and Answer 4 itemizes only one StarCraft among the current fleet. Please provide the year, make, model, and current mileage of the ten (10) Parish-owned vehicles that will be assigned to this contract, and confirm whether they are the Starcraft units referenced in the RFP or the vehicles itemized in Answer 4.

Answer 3. The Parish purchased new vehicles during the current contract. The contract was updated to include new vehicle types. The list of current vehicles is as follows:

FLEET INVENTORY

Unit Number	Year	Make	Series & Engine Size	Model	Fuel Type	ADA Accessible	W/C Cap	Current Mileage	In- Service Date	Replacement Date	Urban or Rural
16	2023	Ford	E- 450/ 7.3L	STARCRAFT	Gas	Braun Lift	2	66410	4/26/2023	Apr-28	Urban
17	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	6	69346	4/26/2023	Apr-28	Urban
18	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	2	65098	4/26/2023	Apr-28	Urban
19	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	6	67756	4/26/2023	Apr-28	Urban
20	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	2	59159	4/26/2023	Apr-28	Urban
21	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	2	64661	4/26/2023	28-Apr	Urban
22	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	2	57893	5/15/2023	May-28	Urban
23	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	2	75525	5/15/2023	May-28	Urban
24	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	2	72315	5/15/2023	May-28	Urban
25	2023	Ford	E- 450/7.3L	STARCRAFT	Gas	Braun Lift	2	64338	5/15/2023	May-28	Urban



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Budget, Compensation, and Fuel

Question 4. — Section 3.6; Addendum No. 2, Answer 19

Answer 19 states "Reimbursement after the 175,000 annually." Please confirm whether (a) the Parish reimburses fuel costs in excess of \$175,000 annually (i.e., the Parish covers fuel above the cap), or (b) \$175,000 is the maximum annual fuel reimbursement and amounts above it are the Provider's responsibility. Please also confirm whether fuel is purchased via Parish fuel cards or by Provider purchase reimbursed at cost as a separate invoice line item.

Answer 4. A). The Parish will pay up to \$175,000.00 annually for fuel reimbursement; any amount over \$175,000.00 is the responsibility of Provider. The Provider is responsible for purchasing the fuel and it is a separate invoice line item.

Question 5. — Sections 3.1 and 3.6; Addendum No. 2, Answers 10 and 11

Please reconcile the \$2,700,000 annual procurement budget stated in Answer 10(b) with the \$1,918,400 current operating budget stated in Answer 10(a). Does the \$2,700,000 figure reflect expanded service hours, an anticipated higher rate, or other added scope? Further, Answer 11 describes incumbent compensation as "\$2.7 Million less the provider contribution" — please identify the nature and amount of that provider contribution.

Answer 5. A). The current contract amount is \$1,918,400.00 annually. There is no specific amount assumed for this procurement. The amount will be determined by the hourly rate in the proposal.

The below amounts were subtracted from the Provider's invoice:

- October 1, 2024-September 30, 2025: \$18,612.00 fares/\$594,127.00 matching funds
- October 1, 2025-September 30, 2026: \$20,2002.00 fares/\$544,322.00 matching funds
(June-September are estimates)

Local Match

Question 6. — Section 7.1; Addendum No. 2, Answers 11 and 23

Answer 23(c) states that the contribution submitted by the winning Proposer becomes a contractual obligation and that any variation would constitute a breach. (a) Please describe the composition and amount of the current provider's local match or contribution. (b) Please confirm whether identified third-party revenue that falls short of the proposed amount in a given year constitutes a breach, or whether such identified match is reconciled on an as-collected basis.

Answer 6. A). The current Provider uses organizational funds to pay for the local match. Those amounts were \$594,127.00 for the term of October 1, 2024-September 30, 2025, and \$544,322.00 for the term of October 1, 2025-September 30, 2026 (June-September are estimates).

Answer 6. B). The amounts are reconciled on an as collected basis. The match amount is included in the monthly invoice, so they are reconciled at that time. The match is based on the actual hours of operations; therefore; lower match amounts would not constitute a breach of contract.



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Transition and Operations

Question 7. — STPG's Responsibilities; Addendum No. 2, Answer 29

Answer 29 confirms the Parish does not currently have a secured site for the vehicles and that they are stored with the operating provider. If a provider other than the incumbent is selected, (a) what is the expected timeline for the incoming Provider to take possession ahead of or on an October 1, 2026 service start; and (b) may such facility costs be proposed as local match?

Answer 7. A). The Parish will work with both the current contractor and the new contractor to ensure a smooth transition. The October 1st contract start date is a Thursday so it is understood that there will need to be some flexibility with moving assets. Exact dates and times will need to be worked out once a contractor is selected.

Answer 7. B). A facility cannot be used as local match.

Question 8. — STPG's Responsibilities; Addendum No. 2, Answer 28

Will the existing rider database, ADA eligibility records, scheduling data, and historical trip data be provided to the incoming Provider, and at what point relative to the October 1, 2026 service start date?

Answer 8. The existing rider database, ADA eligibility records, scheduling data, and historical trip data will be provided to the incoming Provider. The Parish will work with both the current contractor and the new contractor to ensure all records are shared in a timely and efficient manner. The exact transition will need to be worked out once a contractor is selected.

Question 9. — Attachment A — Fares; Addendum No. 2, Answer 20

Answer 20 describes a program in which passengers age 60 and older ride free from 7:30 a.m. to 2:30 p.m. with COAST registration. Please confirm whether this fare-free program continues under the new contract and, if so, whether any portion of the resulting trips is reimbursed or offset to the Provider, given that no farebox revenue is collected on those trips.

Answer 9. The current Provider is the St. Tammany Council on Aging. The program that allowed passengers aged 60 and older to ride free from 7:30 a.m. to 2:30 p.m. was a requirement of the Council on Aging. This program will not be required of a newly selected Provider.

End of Addendum # 4