



Expression of Interest/Pre-Qualification EOI/PQ10-0005

Transit Rider Bus Arrival Information System

Date Issued: March 11th, 2010

Due Date: 2:00:00 p.m. (local time), March 24th, 2010

Contact Information: Bruce Everitt
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Transit Rider Bus Arrival Information System

Part 1 – General, Process and Submission Information

I. General Information

1. The City of St. Albert intends to purchase a solution that will provide real time transit bus arrival and mapping information to passengers via the internet as well as providing scheduling and schedule compliance information to Transit Services.
2. In 2008/09, as a result of a previous Expression of Interest / Prequalification opportunity, the City proceeded with Phase 1 of this project with the acquisition and implementation of the internet based GPS/AVL fleet management solution from Grey Island Systems Inc. (50+ Mobile Data Units (MDU's) and the associated InterFleet map software portal).
3. In 2010 the City will be implementing Phase 2 of the project with the purchase and implementation of the solution that will communicate with the MDU's on each bus and provide arrival information to passengers.
4. The general functionality and requirements of the system are equivalent to the NextBus solution from Grey Island, as follows:
 - i) will communicate with the MDU's to determine, via GPS satellites, the locations of each bus
 - ii) passengers will be able to access arrival information via their computer or internet capable wireless device (cell phone, Blackberry, etc.)
 - iii) will provide the following information to passengers:
 - real time arrival information for each bus scheduled for that stop
 - map view of current bus location in relation to the stop
 - text alerts capability
 - potential to communicate with digital signage at each stop
 - iv) will provide the following functionality/information to Transit management:
 - real time arrival information for all buses
 - reporting of current and historical schedule compliance for each bus/route
5. The City expects to have the system installed and operable by late summer of 2010.

II. Process

1. The City is employing a two step process in order to determine the most appropriate system for use by St. Albert Transit . The first step is to determine the availability, compatibility and general functionality of systems on the market through the use of this Expression of Interest/Pre-Qualification process. Upon completion of this step and shortlisting of qualified systems/vendors, the City will then:
 - i) initiate a competitive tender process for the acquisition of the solution, or
 - ii) enter into sole source negotiations with Grey Island Systems Inc for the purchase of NextBus, or
 - iii) terminate the process
2. In order to qualify for inclusion in the acquisition process, your solution must meet the following requirements:
 - i) provide real time bus arrival and location information to passengers via pc or wireless device (browser based web portal)
 - ii) provide real time bus arrival, location and schedule compliance information to Transit management
 - iii) must be satellite based GPS/AVL and work with the existing Grey Island MDU's (NOTE – the City has absolutely no intention of replacing the existing MDU's or duplicating their functionality with another similar product)

III. Vendor Submissions

1. If your firm is interested in participating in the process, please provide the following information to the City of St. Albert:
 - i) completed and authorized copy of the attached Proposal Submission Form
 - ii) general information regarding your firm; location, size, main business(es), contact information
 - iii) description of the functionality of your system, in particular addressing each of the points indicated above
 - iv) information to demonstrate and verify that your solution will communicate with the existing Grey Island MDU's. This information must include previous/existing clients where your solution is currently working with the Grey Island MDU's.
 - v) a list of at least three Canadian municipal transit clients for whom you have provided and implemented your system; information must contain the name of the client, number of buses/routes, contact person and contact information

2. Incomplete, improperly formatted or unclear submissions may be disqualified

3. Three (3) complete, separately bound copies of your EO/PQ response will be required. Proposals are to be submitted in a clearly marked, sealed envelope tagged as follows:

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complete with your firm's name and return address. Vendors are completely responsible for ensuring that their submissions reach the correct final location prior to the bid submission deadline. Fax submissions will not be accepted.

4. Your submission will be considered if received not later than 2:00:00 p.m. (local time), March 24th, 2010 at:

City of St. Albert, Purchasing Services
3rd Floor, 5 St. Anne Street
St. Albert, Alberta
T8N 3Z9

Attention: Bruce Everitt, Manager of Purchasing Services

5. Following the receipt of submissions, the City reserves the right to contact vendors for the purpose of clarification of content or to seek further related information.
6. Submissions will be evaluated based on the following criteria:
 - i) ability to meet the stated requirements
 - ii) demonstrated same/similar application experience, references
7. Following the evaluation of the submissions, the City will advise each participating vendor whether they have successfully qualified for inclusion in the following (if necessary) competitive tender/proposal process. Only those firms that have qualified for inclusion through this process will be included in the following process.

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Part 2 – Terms and Conditions, Standard

The following Terms and Conditions are standard and are included in most City tender/proposal packages. Should discrepancies or differences be noted between the terms and conditions stated here and those stated elsewhere in the bid documentation provided, then the terms and conditions stated elsewhere in the documentation will prevail.

I. General

1. All prices quoted will be in Canadian dollars. Price adjustments due to currency fluctuations, or any other reason, will not be accepted.
2. Prices quoted will be firm and unchangeable after the time and date of bid closure. Pricing will be guaranteed for a period of at least 90 days.
3. All prices quoted shall be exclusive of the Goods and Services Tax. The successful Contractor will be required to show the G.S.T. separately on their invoices. All other taxes will be included in the bid price.
4. The City of St. Albert is a Net 30 Day account and all proposals will be tendered as such. Bids requiring payment in less than 30 days will be rejected, however, early payment discounts will be considered.
5. Unless directed otherwise, all prices quoted will be inclusive of all freight and delivery charges. Delivery shall be F.O.B. the City of St. Albert.
6. There is no expressed or implied obligation for the City of St. Albert to reimburse responding vendors for any expenses incurred in the preparation of proposals or attendance at interviews/presentations in response to this opportunity.

II. Acceptance of Submissions

1. Unless explicitly stated otherwise, submission of a proposal indicates acceptance by the Contractor of the terms and conditions contained in this document.
2. The City reserves the right to withdraw, at its discretion and at any time, this opportunity. The City will not be held liable for any expenses, costs, loss or damage incurred or suffered by any Proponent as a result of such withdrawal.
3. The City reserves the right, without prejudice, to reject any or all proposals.

III. Accuracy, Confidentiality and Release of Information

1. All information contained in this document with respect to operations, qualities, quantities, values, description of properties, losses, etc., are reasonably and realistically accurate to the best of the City's knowledge, however, is not guaranteed by the City. It is each vendor's responsibility to obtain and verify to the best of their ability the information required to respond accurately to this opportunity.

2. All proposals submitted to the City become the property of the City in their entirety. Proposals and the information contained within will be held in confidence as much as is reasonably possible and subject to the disclosure provisions contained in the Freedom of Information and Protection of Privacy Act (F.O.I.P.).
3. Any information or knowledge gained or obtained by the Vendor as a result of this process will be maintained in confidentiality and will not be sold, distributed or in any way used for profit.
4. Due to the nature of this opportunity, details contained within each submission may not be provided or available to vendors prior to award of contract. Release of information will be governed by the provisions contained in the Freedom of Information and Protection of Privacy Act.

IV. Negotiation and Termination of Contract

1. To a reasonable degree, the City reserves the right to negotiate the final contract with the successful vendor outside of the defined scope of services indicated in this document.
2. At any time and at the sole discretion of the City, the City reserves the right to terminate any and/or all services provided by the successful vendor should the services provided be deemed to be unsatisfactory. In this event, the City will provide written notice to the vendor of the unsatisfactory condition and if the vendor does not remedy the unsatisfactory condition within 30 days of the date of written notice the City will terminate the service(s) on 30 days written notice.

V. Conflict of Interest

1. All vendors are required to disclose to the City any direct or potential conflict of interest in their submission. The disclosure will detail the nature and degree of the direct or potential conflict. The City reserves the right to reject a proposal and/or to cancel the award of contract if, in the City's sole opinion, any interest disclosed from any source could give the appearance of a conflict of interest or cause speculation as to the objectivity of the awarding of the contract.

VI. Business Licensing

1. It is a requirement of the City that all successful Contractors will have a valid City of St. Albert Business License prior to commencement of the work and maintain that license for the duration of the project.
2. 'Contractors' includes any business, occupation, activity, amusement, entertainment, trade employment, profession or calling and the provision of a service of any kind that is conducted for the purpose of earning income, whether or not it is conducted for the purpose of earning a profit.



PROPOSAL SUBMISSION FORM

The undersigned agrees that:

- i) they have reviewed and are familiar with the relevant Request for Proposal documentation and all associated documents; and
- ii) they are familiar with the various terms and conditions of the proposal process and that the attached proposal submission is fully compliant with the requirements stated in the Request for Proposal documentation
- iii) they are fully conversant with the requirements and any other conditions, which may effect the execution of the contract; and
- iv) they have the authority to commit his/her/their firm into this agreement with the City of St. Albert

RFP # / TITLE: _____

DATE: _____

FIRM NAME: _____

MAILING ADDRESS: _____

PHONE/FAX NUMBERS: _____

NAME OF AUTHORIZED SIGNEE: _____

SIGNATURE: _____

In the event that it is necessary for the City of St. Albert to contact your firm for clarifications or further information regarding your proposal submission, please provide the full contact information for that person:

NAME: _____

POSITION: _____

LOCATION: _____

PHONE NUMBER: _____

CELL NUMBER: _____

EMAIL ADDRESS: _____

Provide the information for an alternate contact person in the event that the above person is not available:

NAME: _____

POSITION: _____

LOCATION: _____

PHONE NUMBER: _____

CELL NUMBER: _____

EMAIL ADDRESS: _____