

## REQUEST FOR PROPOSAL QUESTION ADDENDUM

<b>PROPOSAL:</b>	<b>Pilot Summer Shuttle Bus Operator</b>
<b>ISSUE DATE:</b>	Wednesday, January 14, 2026 <b>Question Addendum – Tuesday, February 3, 2026</b>
<b>FROM:</b>	Travel Drumheller Representative: Lana Phillips, Destination Development Manager
<b>CLOSING DATE/TIME:</b>	Tuesday, February 10, 2026 at 14:00 MST

### QUESTIONS

**Q1. Are there any facilities in Drumheller that could support the routine maintenance/cleaning of the bus?**

Drumheller has a range of mechanic shops, dealerships, and car/truck washes that could be approached to determine if they meet the Proponents' needs for vehicle maintenance and cleaning. A couple of the car/truck washes (250 S Railway Ave, 101 Bridge St) appear to have bays sized for semi-trucks.

**Q2. On the RFP it states that fuel is NOT to be included in the rates and is paid for by Tourism Drumheller using a fuel card. Is this correct?**

Yes, as per the Pricing and Billing section on page 7 of the RFP: *Fuel costs for vehicle operation are NOT included. Fuel costs will be covered by Travel Drumheller through direct billing or fleet card. The Proponent shall be excluded for the listed rate.*

The last sentence could be clearer: The Proponent shall exclude fuel costs from their listed rate.

**Q3. Vehicle Signage - Will Travel Drumheller provide the pilot branding/signage (design and production), or is the Proponent expected to supply and install pilot signage as part of their submission?**

Yes, Travel Drumheller will be responsible for the design and production of the signage. The Proponent should provide as part of their submission (Appendix B) where signage may be located (ie. External signage opportunities and Internal signage opportunities). Details on the size of the space and potential sign options (ie. magnetic, vinyl) are welcomed.

**Q4. Vehicle Signage - Are temporary or removable signage solutions (such as magnetic decals or removable vinyl) acceptable for the duration of the pilot?**

Yes, temporary or removable signage is acceptable and anticipated for the pilot. The signage would be finalized based on discussions with the successful operator to ensure it makes sense for the pilot, vehicle and passengers.

**Q5. Accessibility - The RFP notes accessibility features (e.g., wheelchair access) as value-adds. Can Travel Drumheller confirm whether accessibility is considered optional for the pilot, or if there is a preference for at least one accessible vehicle?**

Yes, an accessible vehicle is optional. As per the Vehicle Fleet section on page 5 of the RFP: *Additional amenities (ie. Bike racks, storage space, wheelchair accessible) are value-adds that should be identified with the Proponent's submission (Appendix B).*

**Q6. Operations - Is a spare or backup vehicle expected to be available during service hours, or is a defined contingency and rapid-replacement plan sufficient for the pilot?**

A defined contingency and rapid replacement plan is sufficient for the pilot. The Proponent must be explicit on the worst-case operational impact and the process/solution to ensure no passengers who took the bus out to a location are left stranded (ie. No way to return to their starting stop).

**Q7. Operations - For data collection and reporting, will Travel Drumheller be providing manual (paper-based) forms, digital tools, or a combination of both prior to the pilot start?**

The format of the data collection would be finalized based on discussions with the successful operator to ensure it makes sense for the pilot and operator. Given areas in the valley have limited cell reception, paper-based data collection is anticipated.

**Q8. Submission Deadline – We respectfully request a one-week extension of the submission deadline to Tuesday, February 17th, 2026.**

No, the closing date for the RFP remains Tuesday, February 10, 2026 at 14:00 MST.

The RFP was posted on both the Travel Drumheller and the Alberta Purchasing Connection websites on January 14, 2026 providing proponents up to 4 weeks to complete a submission.

**Q9. Transit Feasibility Study – Is there a DRAFT version of this study that we can reference as we prepare our submission?**

No.