



North Central Texas Council Of Governments

TO: Interested Parties

DATE: October 21, 2011

FROM: Ken Kirkpatrick
Senior Program Manager

SUBJECT: Request for Proposals for Transit Management Services

The North Central Texas Council of Governments (NCTCOG) is requesting an individual or firm to provide onsite transit management services for Collin County Area Regional Transit, a division of the Collin County Committee on Aging, in McKinney, Texas. The qualified individual or firm will manage the daily operations of the transit agency. The desired outcomes of the project include implementing policies and procedures that ensure compliance with federal and State requirements in advance of a 2012 Federal Transit Administration Triennial Review.

This is an invitation to respond to the Request for Proposals (RFP) by submitting a proposal to Jessie Huddleston, Principal Transportation Planner, North Central Texas Council of Governments, 616 Six Flags Drive, Arlington, Texas 76011. Proposals must be received by **5 pm, Central Standard Time, on Friday, November 11, 2011**. Proposals submitted after that time will not be considered and will be returned to the proposer unopened.

The RFP is available at <http://www.nctcog.org/trans/admin/rfp>. To guide you in the preparation of this proposal, copies of the Instructions for Proposals and a Sample Contract are also provided at this web address. The Sample Contract contains required documentation, which must be submitted with the proposal.

Any amendments or updates to the RFP as well as all questions and responses will be posted on NCTCOG's website by the close of business on **Friday, November 4, 2011**. Written questions concerning the RFP should be submitted by email to TransRFPs@nctcog.org by **Wednesday, November 2, 2011**. We appreciate your consideration of this request.



Ken Kirkpatrick

tmb

cc: Jessie Huddleston, NCTCOG
Procurement File