

**MASSACHUSETTS BAY TRANSPORTATION AUTHORITY
("MBTA")**

**Addendum No. 2 to
Request for Qualifications/Responses For**

**SOUTH STATION BUS TERMINAL
REQUEST FOR QUALIFICATIONS AND PROPOSALS FOR GATES AND
RELATED SPACE LICENSES FOR 2025-30**

Dated June 25, 2025

Boston, Massachusetts

Addendum Date: August 5, 2025

This is **Addendum No. 2** to the MBTA's Request for Qualifications/Responses listed above (the "RFQ/P"). Addendum No. 1 was posted on www.mbtarealty.com and distributed on July 31, 2025.

This Addendum No. 2 clarifies certain matters in the RFQ/P and provides MBTA's responses to the written questions submitted by possible applicants under the RFQ/P, the deadline for submission of such questions having now expired.

This Addendum No. 2 is hereby incorporated into the RFQ/P and supersedes any information to the contrary contained in the RFQ/P. All other terms and conditions of the RFQ/P remain in effect as set forth therein unless previously modified.

Question No. 1: Regarding "Applications"

- a. "While filling up the application form, we came across a section wherein the applicant needs to put in the information of their affiliate(s). Also, the application needs to be signed by both the applicant and the affiliate(s)."

MBTA Response to Question No. 1a: All applicants whether a primary Applicant or an Affiliate must fill out and sign the application forms as set forth in the RFQ/P. Also, see Question 3b below for more information regarding bus carriers that are working with an Applicant but are not owned or controlled by the Applicants.

- b. “We, [name redacted], are applying for one gate, and we have 7 affiliates, so do we have to fill up 7 different application forms, one for each affiliate?”

MBTA Response to Question No. 1b: New applications in the form attached to the RFQ/P must be completed and signed by the Applicant. Answers to prior applications can be repeated but new Applications with answers in them must be submitted and signed. Each Affiliate and any Non-Licensee Carrier must fill out and sign the Affiliate form included in the RFQ/P.

Question No. 2: Regarding Applicants’ Financial Information

“[Potential Applicant [name redacted]] is a private bus carrier bidding at South Station for Bus Docs. Will our financial information be public? What alternates are their (sic) if this is public?”

MBTA Response to Question No. 2:

Massachusetts has a public records law that does require that certain parts of an Application is public after the Applications are opened and evaluated and award of licenses are made. While there is no broad exception in the law for all financial information of a company to be redacted, there are some privacy laws and other exemptions in the law that MBTA will legally assert if such a public records request is filed. Also, MBTA will notify any Applicant whose records are requested. Note that MBTA is looking for summary financial information in the Application and is not requiring detailed financial reports prepared by a CPA.

Question No. 3: Insurance; Affiliates

- a. “What is the reason behind the new [Applicant’s characterization] requirement for Umbrella General Liability: \$5,000,000 per occurrence? What would [Applicant name redacted] need to demonstrate should Applicant seek to satisfy the umbrella requirement where the operators that Applicant contracts with to provide bus service do not have umbrella policies?”

[Following is Applicant’s viewpoint:] “With the umbrella requirement, the total required coverage would be well above the requirements at other major bus terminals in the region (including New York City Port Authority Bus Terminal and the Washington Union Station in Washington, D.C.).”

MBTA Response to Question No. 3a:

Insurance coverages for vendors of MBTA are set by MBTA's Risk Management and Insurance Department. They are evaluated periodically by that department and their consultants. These are the standard MBTA required coverages at this time.

There is a correction, however, that is being made here with regard to umbrella liability insurance. The amount of coverage required is recited in the RFQ/P as \$5,000,000 "per occurrence." CORRECTION: Applicants must obtain umbrella liability insurance in an "aggregate amount" of at least \$5,000,000.

If Applicant wants to assist its Affiliates in obtaining insurance, Applicant must speak with its own insurance agent to see if it can be placed in one omnibus policy for Applicant and its Affiliates. The location of the places covered by such insurance must be listed thereon as well as all the requirements for insurance listed in the RFQ/P.

If an Applicant is working with a Non-Licensee Carrier, then the Applicant must get its own insurance and each Non-Licensee Carrier must get its own all in amounts and on terms set forth in the RFQ/P and License.

- b. "How should Applicant address the contracted operators for it in the bid document?"

MBTA Response to Question No. 3b:

MBTA has in the RFQ/P defined "Affiliates" in Section C3 thereof. Several potential applicants have indicated they are applying for Licenses under the RFQ/P working with bus companies with whom they contract for bus services to the public, but those companies under contract are not companies owned or controlled by the Applicant ("Non-Licensee Carriers"). MBTA will consider such Applications provided that the Non-Licensee Carriers sign documentation satisfactory to MBTA in its sole discretion that all provisions of the RFQ/P and License(s) awarded to the Applicant are also binding on the Non-Licensee Carriers and that they are jointly and severally liable for all such obligations and liabilities with Applicant; the Non-Licensee Carriers each provide their own insurance as requested hereunder for use of Licensed Spaces including Gates. There shall not be any assignment of Licenses by the Applicant to any Non-Licensee Carriers nor any sole assumption by a Non-Licensee Carrier or any novation replacing the Applicant with one or more Non-Licensee Carriers that would relieve the Applicant of any liabilities or obligations to MBTA under the License.

Questions 4, 5, and 6 about process:

Question 4: Review of Applications

An Applicant [name redacted] asked if MBTA would review completed Applications with Applicants before the submission date.

MBTA Response to Question 4:

MBTA will not review Applications before the Submission Date nor discuss answers to any Application matters with potential Applicants except as set forth herein.

NOTE: By Addendum No. 1 to the RFQ/P, the submission date for Applications by Applicants to MBTA was extended to August 14, 2025.

Question No. 5: Two potential Applicants asked where copies of the RFQ/P are available.

MBTA response to Question No. 5:

Go to www.mbtarealty.com and set up an account and download the Application.

Paper copies are available at:

Office of Avison & Young – New England LLC
South Station Bus Terminal
Level 4, Suite 408
700 Atlantic Avenue
Boston, MA 02111 Between the hours of 9:00 a.m. ET and 4:30 p.m. E.T.

NOTE: Completed Applications cannot be submitted to MBTA electronically. See Section E of the RFQ/P.

Question No. 6: Will areas not licensed under the RFQ/P process be available for future use on a temporary or part-time use by others?

MBTA Response to Question No. 6: This question is outside the scope of the RFQ/P. Any decision on potential use of any other space available at the South Station Bus Terminal after the RFQ/P and License awards process is completed will not be considered by MBTA until the entire RFQ/P and license selection process is completed.

Question No. 7: “Can an intermittent carrier enter into a sublicense agreement with another carrier renting one or more docks in the terminal?”

MBTA Response to Question No. 7: Subleases of Gates require MBTA consent. After licenses are awarded under the RFQ/P and Licenses are signed by awardees, a potential sublicensee may approach a holder of a Gate License with this request to use the awardee's space on a limited sublease basis provided MBTA consents. The License will also address this procedure.

THIS ADDENDUM NO. 2 CONSISTS OF 5 PAGES