

**REQUEST FOR INFORMATION (RFI) ELECTRIC SHUTTLE BUS
FREDERICK DOUGLASS GREATER ROCHESTER INTERNATIONAL AIRPORT
MONROE COUNTY, NEW YORK**

1. INTRODUCTION

The Frederick Douglass - Greater Rochester International Airport currently manages two shuttle lot serviced parking areas with a fleet of five shuttle vehicles to pick up and drop of both employees and customers to and from the airport terminal. Shuttle services run 24/7 and are expected to operate daily.

2. PURPOSE

The purpose of the RFI is to solicit information from vendors on the information collected will assist in the preparation of a Request for Proposal (RFP) that will be issued in 2026, subject to change.

3. PROCESS

A committee will review the RFIs as part of the process of developing a formal Request for Proposal. Respondents may be contacted for additional information or clarification of an aspect of their RFIs prior to issuing the Request for Proposal.

4. SCOPE OF INFORMATION

Interested companies should complete the attached questionnaire. Responses may be provided on separate pages but should not include more than Ten (10) additional typed pages. Respondents may include additional material and equipment brochures beyond the 10-page responses.

5. DUE DATE

Responses must be received by Joseph Brown at purchasing@mapcoparking.com no later than Friday, **September 12, 2025**.

6. THIS IS A REQUEST FOR INFORMATION (RFI) ONLY

This RFI is issued solely for information and planning purposes. This request for information does not commit Frederick Douglass - Greater Rochester International Airport, Monroe County Airport Authority, Monroe County, or MAPCO Auto Parks, Ltd., to contract for any supply or service whatsoever. **This RFI is not seeking price proposals and will not accept unsolicited proposals.** Not responding to this RFI does not preclude participation in any future RFP. If a solicitation is released, it is the responsibility of the potential offerors to monitor the MAPCO Auto Parks, Ltd.'s, website for additional information pertaining to this requirement <https://www.mapcoparking.com/procurement/>

RFI QUESTIONNAIRE

Interested companies shall review the following questions and then submit responses in accordance with the instructions. Companies may submit a response to all, or only part of, this RFI questionnaire. Those electing to provide a partial response are asked to state “No Response” to any portion they choose not to respond to. Information may be provided on separate pages, but responses should include no more than ten (10) additional typed pages.

Company Information

1. Company Name and Headquarters Mailing Address
2. Contact Name, telephone, and email
3. Company Website URL
4. How long has the company been in business?
5. What area(s) of New York State can you deliver to (e.g., statewide or only to specific regions/counties)?
 - Is your company a NYS DMV registered dealership?
6. Please provide a brief description about your company.
7. Are you ACDBE, M/WBE, SDVOB, certified in NYS?

Electric Vehicle Specifications

1. What type of batteries are used as standard on current electric shuttle bus vehicles?
Does this change with the size of the vehicle?
2. Are there any known technology changes that could greatly impact the types of batteries used in electric shuttle buses in the next five years. If so, please describe.
3. What size(s) are the batteries in your electric buses for 14 passengers.
4. What is the average lifespan of a battery for an electric shuttle bus of those sizes?
5. How much does each battery drain in percentage from one hour of driving at 15 mph? 30mph? Idling? Frequent start-ups?
6. How does your battery-operated electric shuttle bus perform in below freezing temperatures? Hot temperature weather?
7. Do electric school buses sold by your company have air conditioning or heating systems? MAPCO typically has 2 AC/Heater units on a bus one upfront and in back that are run constantly during winter/summer months. (see table attached to fill in answer)
 - What is the temperature range of the heating and cooling system on your buses?
 - How much power (in percentage) does the heating and cooling system draw from the battery over the course of one hour of constant use?
8. Please describe the charging system used for the electric vehicles that you manufacture or sell. (see table attached to fill in answer)
 - In addition to what is purchased with the electric bus, what additional charging system items are provided with the purchase of a shuttle bus?
 - What are the typical charging times from fully exhausted to full charge and from 20% to full charge using each of the different charging methods? (Level 1, 2, or 3, DC or AC)
 - Are there any known technology changes that could greatly impact the charging system used in electric buses in the next five years? If so, please describe.
 - Please provide any information or quantitative data regarding how the charging times for the electric bus change as the batteries age?
9. MAPCO requires additional lights (up to 4) to be installed on the bus. How will this affect the battery life in percentage over the course of an hour? (See table attached to fill in answer)
 - Interior/Exterior lighting
10. How does a lift (handicap) affect the batter life in percentage over the course of an hour? (See table attached to fill in answer)
11. Radio/GPS attachment how does this affect the batter life in percentage over the course of an hour? (See table attached to fill in answer)
12. Are Manual doors available as part of assembly? MAPCO would prefer not to use automatic doors.
13. Is there a recommended age that the batteries should be replaced?
14. Do backup cameras come standard on the shuttle?
15. Is the electric system a third party add on or a true OEM system?

Warranty Information

1. Is there any warranty provided or available on the electric vehicle's batteries? If so, please describe?
2. What is the warranty period for the complete Shuttle bus, and for individual components if different?
3. How/where is service performed in New York State? Describe your ability to service and maintain the shuttle buses.
4. Is there a standard/guaranteed response time to service requests during the warranty period?
5. Are parts readily available for purchase after the warranty period has expired?
6. What spare parts come with the purchase of a bus?
7. What top 5 items are routinely maintenance/replaced?

Please enter the percentage of battery usage from full	1 Hour	2 Hours	4 Hours	8 Hours
Idling				
Idling with heat/ac				
Driving at low speeds				
Driving at low speeds with heat/ac				
All lights on				
All Radio/GPS/Tag Reader Attachments*				

*See Attached Documents