



## ADDENDUM A

RFP 24-0001

Date: Jul 18, 2023

# Addendum to Bid Documents

The following clarifications are provided based on questions received or changes in District requirements and must be added/considered when completing your submittal:

Question	Answer
Is a TCP and/or TCN Transport of Minors permit required for all applicants?	A TCP and/or TCN Transport of Minors permit is not required for submission but will be required if a contract is awarded.
Does the current vendor have a TCP and/or TCN Transport of Minors permit?	Yes, per the requirements of their contract.
Specifically, can an applicant submit a successful proposal if their TCP/TCN permit is being processed at the time of proposal submission?	Yes.
Is there an anticipated number of vendors to be awarded through this solicitation?	One vendor will be awarded through this solicitation.
Please provide historical and/or estimated information on the following: I. Monthly ridership II. Average number of riders per one-way trip III. Number of one-way trips per month IV. Average mileage per one-way trip V. Total trip mileage per month	Estimated values: I. Approximately 35 students per month II. Between one and two riders per one-way trip III. Approximately 700 one-way trips per month IV. Approximately 25 miles per one-way trip, on average V. Approximately 6,500 total miles per month

<p>How often will contractors be required to share safety and performance data with the District? What type of data will be required?</p>	<p>GPS data will be used to calculate on time performance. The District requests that this information will be provided monthly.</p>
<p>In order to assist proposers in offering competitive pricing, please provide the following information:  Current and/or previous contractor(s)  Current contractor rates  Sample invoice(s)</p>	<p>We cannot provide current and previous contractors and their rates, nor will this information be used in the award process. Please see page 3, Award Criteria, for information on how the District will consider the awards it receives.</p>
<p>In order to offer the most price-competitive and cost-effective transportation solution, our standard pricing model utilizes a flat base fee per one-way trip + a per-mile fee, without deadhead charges. May we adjust the proposal to reflect our pricing structure to ensure that the cost is evaluated appropriately?</p>	<p>Yes, the District is willing to accept alternative pricing structures such as the one proposed in the question.</p>
<p>Is subcontracting allowed? If yes:  - Do subcontractors have to carry the individual commercial insurance policies?  - What process or procedures do you require to ensure that subcontractors meet all regulatory insurance requirements?  - For vendors operating as transportation brokers, who is responsible for checking that vehicle and drivers meet expected standards outlined on this RFP? Is it the transportation broker or the subcontracted transportation provider?</p>	<p>Per the RFP terms, subcontracting is not allowed.</p>
<p>Will the District require live GPS oversight for rides?</p>	<p>Live GPS oversight is not required, but we will require historical GPS data to determine on time performance.</p>
<p>As public funding often prohibits offshore outsourcing, does the District require customer support and dispatch staff to be located in the United States?</p>	<p>Yes, the District requires customer support and dispatch staff to be located in the United States.</p>
<p>What is the district's minimum expectation for time to service requests for transportation? What is the minimum expectation for time from request to guaranteed start date?</p>	<p>The District expects an award to proposer in August with work beginning in September.</p>
<p>Considering the complexity of the liquidated damages, can these be discussed further during contract negotiations?</p>	<p>No.</p>

How will the District track and assess any potential liquidated damages?	GPS data and tracking will be used to determine and assess any potential liquidated damages.
Will the District have a single designated contact person to approve any route changes?	Two people will be required for route change approval: the Special Education Program Supervisor and the Transportation Manager.
Will the vendor be required to drug test all drivers before providing service?	Yes.
Will vendors who do not supply car seats, safety vests, wheelchairs, and buckle guards be considered for award?	No.
Will the District require a physical copy of each annual driver's MVR record?	The District does not require a physical copy of each annual driver's MVR record. Per the terms of the RFP, the Contractor shall maintain these records and they shall be furnished to the District upon request.
Does the district have a capacity they are requesting for the vehicles including vans?	The District is requesting 4-5 specialty vans to accommodate wheelchair students.
Can you please provide a list of students with their zip codes and anticipated schools, in order to generate a cost estimate per year for the district? This will enable us to accurately route and provide the required estimate.	We cannot share student data.
Regarding the requested mileage pricing structure in the bid, we would like to propose an alternative pricing approach that offers transparent flat rate pricing. Our flat rate includes wait time and specialty equipment, providing a simplified and comprehensive pricing model. Are you open to considering alternative pricing structures, or is adherence to the requested mileage pricing structure a requirement for this bid?	Yes, the District is willing to accept alternative pricing structures such as the one proposed in the question.
Will the District consider waiving the bid bond requirement for supplemental vendors?	No.
Does the District require contractors to maintain their own primary insurance in addition to those of their drivers?	Yes.