

November 13, 2019

Addendum #1

RFP #: YESP2019-02

RFP Title: *School Bus Transportation Services RFP (Request for Sealed Proposal)*

This addendum is issued to answer questions, explain, modify or correct the original Request for Sealed Proposals document. This addendum and any subsequent addenda are hereby made a part of the Request for Sealed Proposals document and related specifications. In the event of a conflict, the most recent document will govern.

All other terms, conditions and requirements of the original RFP remain the same at this time.

The following schedule and timelines were updated and apply to this RFP. The following timelines are subject to change at the District's discretion:

CHANGE FROM:

- Newspaper Ads: November 1, 2019 and November 8, 2019
- Inquiry Deadline for Proposal Questions: November 12, 2019
- Pre-Proposal Meeting: November 12, 2019 @2PM
- **Deadline for submission of proposals & Opening: December 04, 2019 @ 2PM**
- **Proposal evaluation: December 11, 2019 - January 13, 2020**
- **Vendor Presentations: December 11, 2019**
- **Contract Award: January 14, 2020**
- Agreement date initial term: July 1st, 2020 through **June 30, 2025**

The Initial term of the prospective contract is a period of **two (2) years**. YES Prep may elect to extend any contract awarded pursuant to this procurement solicitation for up to **Three (3) additional one-year terms**, with mutual consent. The maximum duration of any contract resulting from this procurement is a total of five (5) years.

CHANGE TO:

- Newspaper Ads: November 1, 2019 and November 8, 2019
- Inquiry Deadline for Proposal Questions: November 12, 2019
- Pre-Proposal Meeting: November 12, 2019 @2PM
- **Deadline for submission of proposals & Opening: December 18, 2019 @ 2PM**
- **Proposal evaluation: December 18, 2019 - January 29, 2020**
- **Vendor Presentations: January 8th, 2020 TBA**
- **Contract Award: January 30, 2019**
- Agreement date "initial" term: July 1st, 2020 through **June 30, 2023**

Contingent upon YES Prep Public Schools Board of Directors' approval, the Initial term of the prospective contract is a period of **three (3) years**. YES Prep may elect to extend any contract awarded pursuant to this procurement solicitation for up to **two (2) additional one-year terms**, with mutual consent. The maximum duration of any contract resulting from this procurement is a total of five (5) years.

ANSWERS TO QUESTIONS

The following are answers to questions submitted by potential proposers and vendors who attended the pre-proposal conference on November 12, 2019 at 2PM.

Q1: Would YES consider extending the due date? A December 4th due date does not allow us sufficient time to complete our due diligence, locate multiple facility locations and submit our proposal. Would urge you to extend the due date by at least two to three weeks.

A: Yes. Bid Opening will be December 18, 2019 at 2:00pm, and Presentations will be January 8, 2020.

Q2: Would YES consider an initial term of at least three years? It will be difficult to locate facilities with only an initial two-year lease?

A: Yes. We will change our initial term to 3 years.

Q3: Will provider proposed pricing be read aloud on December 4th at 2:00 PM?

A: No. Only the names will be read aloud. Bids will be publicly opened on December 18, 2019 at 2:00pm.

Q4: Can we be provided with any and all current contracts or agreements pertaining to school bus transportation services (whether standard, athletic, special education or special events) *currently in effect*, including all exhibits, attachments, appendices, addendums, amendments or modifications thereto?

A: No.

Q5: Would the district consider changing the ASE certified mechanic requirement to stating that that new mechanics shall have one year to obtain their ASE certification?

A: No.

Q6: When will YES provide two months of current invoices for the current provider showing the number of routes, hour per day per route and miles traveled?

A: Yes. This will be provided in an Addendum Attachment.

Q7: It states in the RFP that your current vendor has a higher starting wage than surrounding districts, can you advise what the current starting wage is?

A: No.

Q8: Are the driver's members of a bargaining unit? If yes can we be provided with a copy of the collective bargaining agreement?

A: Yes, they are - Teamsters. No.

Q9: Can we be provided with a list of current school buses being utilized at all locations to include manufacturer, model, bus model year, fuel type, seating capacity and number of wheelchair positions?

A: No. However, our current provider complies with our minimum requirements.

Q10: Can you provide the total dollar amount of liquidated damages the current transportation providers were charged for the 18/19 school year?

A: No.

Q11: Will alternate pricing proposals be accepted that deviate from original proposal specifications?

A: Yes. Pricing information only, not terms and conditions. Please use the revised pricing sheet in the addendum.

Q12: Will YES or the vendor be responsible for routing?

A: The vendor is required to have the software and a router to create the routes. YES Prep will work with the router to create routes, but the routes will be created by the vendor and stored on the vendors server.

Q13: This section states that YES is currently operating 130 routes, but on page 11 the total number of current routes totals 118?

A: This was an error and has been changed to approximately 120 on page 18.

Q14: Can we be provided with information for all field trips? Need the total number of trips, total billable hours per trip and the mileage per trip?

A: Yes, for this current school year. This will be provided in Addendum Attachments.

Q15: In the past KIPP and YES partnered for services in Houston to gain efficiencies; is that still an option?

A: No.

Q16: Can we be provided with detailed regular and special education routing data from and returning to all current transportation facilities, to include start and end times for all am/pm routes and noon routes with total mileage?

A: Yes. This will be provided in Addendum Attachments.

Q17: Will YES offer providers any type of fuel pricing protection?

A: Yes. Refer to the Notification below.

NOTIFICATION: The following terms was updated in the RFP document Pricing Sheet Attached.

The contract will begin based on retail diesel fuel costs of \$3.00 per gallon (Base Fuel Price). Each semester (December and May), vendor shall monitor and compute the average cost of fuel per semester based on Gasoline and Diesel Fuel Update for Midwest (PADD2) released by U.S. Energy Information Administration (*). If the average cost "Diesel (On-Highway) - All Types" falls within a range of +/- 20% of the Base Fuel Price (\$2.40-\$3.60 per gallon), no price adjustment will be required. If the average fuel costs exceed \$3.60, YES will reimburse vendor the difference between \$3.60 and the cost that exceeds \$3.60. If the average fuel cost is less than \$2.40, vendor will refund the difference to YES by the end of each semester.
(*): <https://www.eia.gov/petroleum/gasdiesel/>

Q18: Do any current routes require a monitor?

A: Yes, 8 routes.

Q19: How many summer school routes operate at each location? How many days? What are the route hours and mileage for each route?

A: This changes every year. Typically, we run about 10 routes in the month of June which come from all 3 yards.

Q20: Does your current bus fleet meet the requirements of 70% with air conditioning? Requiring this will force companies to increase costs. Please provide current contractor fleet list: number of vehicles, passenger size, seat belts, wheel chairs, air conditioning, etc

A: Yes.

Q21: We acknowledge the required staffing. Does the current vendor meet these requirements? Please provide current contractor's office and maintenance staff listing # of managers, dispatchers,

mechanics, etc.

A: The current vendors currently have the following staff:

Location Managers: 2, Assistant Managers: 4, Dispatchers: 4 and Mechanics: 11

Q22: Is District pleased with current level of service? What areas would District like to see improvement in?

A: Yes. Improvements are necessary in the areas of systems and organization, as well as maintaining a consistent bench of sub drivers.

Q23: Does current provider have sufficient number of drivers and monitors?

A: Route drivers and monitors, yes. Substitute drivers, no.

Q24: Currently, how many monitors and drivers are required to sufficiently service this contract?

A: 123 drivers and 8 monitors.

Q25: Please provide estimate of number of trips, hours, and miles for field/athletic trips on an annual basis. This will be provided in an excel workbook.

A: Please advise of any significant changes from the current contract to the one proposed in the RFP. There are no significant changes except for tiering routes.

Q26: What routing software is currently being used to provide services?

A: Edulog.

Q27: How many days of service are scheduled for the 20/21 SY, is a calendar available?

175.

Q27: What technology is currently in place to service this contract: digital video cameras (how many), gps, parent notification app's, WiFi on buses, etc.

A: Safety Vision: (4 cameras on each bus), Zonar and First view

List of Addendum Attachments: Six (6) attachments:

1. *Field Trips YTD*
2. *# Of Current Routes*
3. *August 2019 Invoice*
4. *September 2019 Invoice*
5. *Route Report with Stop and Run Info*
6. *Pre-Proposal Meeting Sign-in Sheet*

Sincerely,

Kerem KUTUK
Purchasing Manager
Email: procurement@yesprep.org

Acknowledgement of Addendum #1

All other terms, conditions, and requirements of the original RFP remain the same at this time.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND RETURNING WITH YOUR BID PACKAGE

COMPANY AUTHORIZED SIGNATURE:

DATE:

NAME:

COMPANY NAME:

***** END OF ADDENDUM #1 *****