



**ROCKFORD BOARD OF EDUCATION
INVITATION FOR BID ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES
FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

IFB No. **17-12 Student Transportation Services**

DATE: **April 4, 2017**

RE: **ADDENDUM NO. 3**

To All Bidders:

Attached are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your IFB submission on the due date, please note you must check in on the 3rd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to Vicki Musa by email at musav@rps205.com.

1. Can you please provide this same information for bus aides, operations staff , mechanic staff, etc. **Answer: bus aides (0), operations staff please see Page 41 of the original IFB, mechanic staff, etc. please see Addendum 2.**
2. Page 39, item v. Field Trips – During the 2015 – 2016 school year, the District provided transportation for 4,108 field trips. Can you confirm if this count of trips, hours, and miles includes all trips including athletic trips, and special education community based instruction trips? CBI's., etc.? **Answer: All trips are included (miles and hours on page 39 of the IFB) and special education community based instruction trips are considered noon runs on page 39 of the IFB.**
 - a. If this does not include athletic trips, can you please provide that information as well.
 - b. If this does not include community trips, can you please provide that information as well.
3. Regarding special needs transportation. If so, can you provide a high level briefing as the quantity of students and the medicine/procedures. **Answer: Bus drivers or monitors are not to administer or perform medical procedures.**
4. Do you incur any inclement weather days? **Answer: Casmir Pulaski day is a built in inclement weather day. If not, Casmir Pulaski day would be considered a holiday. If so, how many can be taken before the days can be made up? Answer: All days are made up at the end of the year.**
 - a. What has been the historical days for past few school years? **Answer: 1 – 3 days**
5. What computerized routing system do you use? **Answer: Please see Addendum #1, question 16.**
6. Regarding the fleet.
 - a. Do any of the district owned buses have air-conditioning and/or wheelchair lifts? If so can you specify the buses. **Answer: No buses have air-conditioning and the 4 buses that have wheelchair lifts are identified on the bus list supplied as part of Addendum #1 and Page 50 of the IFB.**
 - b. Are there any other vehicles owned by the district used by transportation for daily routes such as mini-vans, SUV's, etc.? If so, can you please provide details about these units. **Answer: There are no other vehicles used for daily routes not listed on Page 50 of the IFB.**
 - c. Does the district have any outstanding bus leases or bus loans and payments? If so, please note. **Answer: No.** Does the district have any planned bus purchases budgeted? **Answer: 26 buses are scheduled to be delivered/purchased by the end of June.**

- d. Are these budgeted out of capital funds or operating funds? **Answer: These will be purchased from operating funds.** Can you provide details as to the typical annual budget and the amount available for purchases. (E.g. trying to figure out if the capital budget will run out and at some point if you would want the contractor to provide buses). **Answer: The annual budget for bus purchases depends on fund availability.**
- e. What has been the district's typical vehicle replacement plan for age maximums? **Answer: Currently the District is replacing 10% of the fleet per year.**

Additional Information Requested

1. Please provide the turn by turn route directions with stops, stop times, garage leave and return times, etc., sorted by bus, for all routes from the routing software. These should include garage leave and return times. You should be able to print to PDF for these. **Answer: Hours and miles were provided in IFB on pages 78 – 88.**
2. Please provide a copy of the transportation line item expenditure budget from 14-15, 15-16, and the budget for the 16-17 school years, preferably in Microsoft excel format.
 - a. Please be sure to include vehicle insurance, workers compensation, and IMRF contributions. Often these do not reside in the departmental budgets. However are costs that needs to be included when evaluating the transportation proposals.
Answer: Not applicable.
3. A note indicating the number of gallons and cost of fuel by type paid for in the 14-15, 15-16, and the budget for the 16-17 school year. **Answer: 14-15 diesel 566,534 gallons average cost \$2.43, propane 49,787 gallons average cost \$1.49, 15-16 diesel 555,380 gallons average cost \$1.61, and propane 54,864 gallons average cost \$1.25. Gallons used as of 3/1/2017 for the 16-17 school year is diesel 349,927 gallons average cost \$1.86, propane 39,608 gallons average cost \$1.18.**
4. Please provide transportation claim and/or transportation reports submitted to the state for regarding the districts' transportation services for the 2013-14, 2014-15, and 2015-16 school year. **Answer: Please see the original IFB.**
5. Please complete the attached seniority spreadsheet electronically and return for the district employees servicing transportation.
 - a. Please provide a seniority list with seniority dates, pay rates, and benefits anticipated.
 - b. Please note if the employee is electing health benefits and the contribution amounts paid by the district and if any costs are paid for by the employee.

- c. Please include all support staff employed related to transportation (management, maintenance, clerical, etc.). Please include salary, pay rate, paid days, and other benefits.
- d. Please include any allocations of staffing if partial staff from administration are devoting time to the transportation department.
- e. Please be sure to include the accrued sick days per employee.

Answer: This information has been previously provided in the IFB and addendum in other formats.

6. If trips are not in transportation budget:

- a. Please provide a copy of the athletic transportation line item budgets for the current year and the past year.

Please provide a copy of the field trips line item budgets for the current year and the past year.

Answer: Not applicable.

7. Please provide details regarding the trip volume. Helpful information could be that you provide a spreadsheet with a detailed summary of the number of field trips and athletic trips operated, the number of hours for each trip, the number of miles for each trip, and the charge to the department using the service. Please provide for the previous school year and the service year to date. **Answer: All trips are included in the IFB (see miles and hours on page 39.**

- a. I have provided a sample trip listing named Trips List SAMPLE so you can see what data we would be looking for. **Answer: This information has been previously provided in the IFB and addendum in other formats.**
- b. Can you please note any coach driven trips and/or if a district employed driver operated? **Answer: None**
- c. Do you contract with any other carriers or providers for transportation? **Answer: Motor coach trips are scheduled directly by the schools.**

8. Can you please provide a summary of any planned building closures, building additions, bell time changes, and grade level/attendance changes for the buildings and the anticipated timing of the implementation.

Answer: 17-18 - King School will move to the Washington School location. No KDG students will be scheduled to Beyer School. 6th grade Bilingual students will be housed at RESA instead of Eisenhower, 9th grade Bilingual students will be housed at Jefferson instead of Guilford.

9. Has the district completed a routing study to determine the hypothetical bus routes for the planned building changes? If so can you please provide details about the findings of the study and/or the anticipated changes to the system and their cost implications.
Answer: Anticipated to run 6 additional buses.
10. Could we get a Summary of Plan Description (SPD) for the driver's benefits? **Answer: This information can be found on the RPS website at www.rps205.com/departments/Pages/Medical-Insurance.aspx.**