



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

RFP No.      **19-26 Student Transportation Services - Rebid**

DATE:         **March 14, 2019**

RE:            **ADDENDUM NO. 1**

---

To All Bidders:

Included 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 RFP submission on the due date, please note you must check in on the 2nd 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 the Director of Purchasing by email at [purchasingdeptstaff@rps205.com](mailto:purchasingdeptstaff@rps205.com).

**CLARIFICATIONS:**

This addendum includes answers to RFI to date and a revised Exhibit L.

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood  
Director of Purchasing

## CLARIFICATIONS

The following RFI have been submitted to date:

1. The rebid has removed the Transportation Manager. We would need someone to manage this staff. Was this intended?
  - a. The Coordinator is the same as the Transportation/Terminal Manager.
2. We need clarification on driver count.
  - a. 165 drivers are needed for regular routes, 7 drivers for field trips, and 6 corner drivers  
=  $178 + 15\% = 204.7$  rounded to 205.
3. Can you clarify the table on page 161 is correct?
  - a. A revised Exhibit L is attached.

**Exhibit L - FAQs**

1. Will there be any change to activities or midday routes?  
ANSWER: No changes are anticipated.
2. Is Special Education included?  
ANSWER: No.
3. Are there trips that require wheelchairs?  
ANSWER: Occasionally, RPS has five (5) buses that are equipped for wheelchairs.
4. Can we get a list of drivers, including seniority, routes, pay and health care information?  
ANSWER: See Exhibit F.
5. Are drivers paid while fueling?  
ANSWER: Yes.
6. Are routes gate to gate or live?  
ANSWER: Routes start and stop at the Sterling Holley Center.
7. Is the 15% spare goal on top of the route, corner and trip drivers?  
ANSWER: 7 field trip drivers are not included but corner drivers are.
8. Document says the percentage of spare drivers may change, why?  
ANSWER: This number may change in the event 15% does not routinely cover absences.
9. Will material changes to the scope of work be negotiated?  
ANSWER: The scope of work is clearly set forth in Section II of the RFP. The District does not anticipate material changes to the scope of work. To the extent there is a material change in the number of routes, the number of drivers or the scope of work, then such changes would be negotiated.
10. What is the estimated annual cost of vandalism?  
ANSWER: \$15,000 to \$18,000 to be covered by the District.
11. Do all buses have GPS that contractor can access?  
ANSWER: Yes.
12. Does the 50% performance bond apply to 1 year or 3 years?  
ANSWER: The performance bond shall be 50% of the initial three (3) year term.
13. Will the contractor be allowed electronic inspection equipment?  
ANSWER: The District does not object to electronic inspection equipment, but the issue is between the successful bidder, its employees and any union representative, if any, its employees may have.
14. Are drivers paid weekly or every other week?  
ANSWER: Drivers are currently paid bi-weekly (26 paydays).

15. Could you please provide the 3 tier routing information, including route hours and mileage assumptions for this new structure?  
Morning routes will be checking in between 5am and 6am and all students will be dropped off no later than 8:45am and be back to the terminal by 9am. PM routes will check in between 1pm and 1:30pm and should be done dropping students by 5pm and be back to the terminal by 5:30pm, unless doing a late activity.
16. Could you please include the 3 tier bell time schedule?  
ANSWER: The 2019-2020 start/stop times are attached as [Attachment #1](#) to Exhibit L.
17. Can we get detailed information on current benefits cost the District is paying and how many drivers take the health benefits?  
ANSWER: The detailed information on current benefit costs paid by the District for the drivers who take health benefits is attached as [Attachment #2](#) to Exhibit L.
18. Would the District be interested in an alternate bid where the Contractor replaces buses that age out instead of the District?  
ANSWER: No.
19. Contract Scope: 1, B: Will the use of the facility have a charge and is there a lease agreement? If so, can we get a copy of the lease agreement and any costs the Contractor will be responsible for?  
ANSWER: There will be no charge for the lot, which is owned by the District for the storage of buses owned by the District. The contract provides the District will provide Contractor with adequate space in the District's facility (See par 6(i) of draft contract attached to the RFP). To the extent there is need for clarification, it will be covered in the Contract, not a separate lease agreement.
20. The link provided on page 12 of Scope of Work section, page 43 of RFP is the old AFSCME CBA that expired in 2016. Could we get a copy of the current contract?  
ANSWER: The correct link is:  
<https://www3.rps205.com/District/Documents/CollectiveBargainingAgreements/Local%201275%20%20Contract%202016-2018%20-%20Final.pdf>
21. Scope of Work Section S: Is the Contractor responsible for the cost of the photo ID badges or the District?  
ANSWER: District.
22. Scope of Work 6 states that a lease for a terminal must be secured prior to award. Is this referring to the District lease? It also states that if a terminal is needed a lease must be secured 15 days following District's approval of a Transition Plan. Does the proposer need to find an alternative facility for this RFP other than the District-owned facility?  
ANSWER: It is anticipated that the successful bidder will utilize the District-owned facility. Therefore, the proposer does not need to find an alternative facility.
23. What does your anticipated route look like? How many hours should we assume for our bid if you don't have actual routes?  
ANSWER: As described above in #15, routes should be between 6.5 and 8 hours per day.
24. How are noon routes and summer routes impacted by the new 3 tier system?

ANSWER: Noon and summer routes will not need to change.

25. Please confirm which staffing positions will be Contractor provided which positions stay with the District?

ANSWER: The positions include all drivers, dispatch, training, field supervisors, and management. Dispatch, field supervisors, and trainers are in the RBMA collective bargaining unit and will work for the Contractor while being employed by the District. There are also two clerical positions that are in the EOPA collective bargaining unit that will work for the contractor while being employed by the District.

26. What, if any, costs are the Contractor responsible for as it pertains to the District Transportation Facility? Is there a lease that need to be signed?

ANSWER: There will be no charge for the lot, which is owned by the District for the storage of buses owned by the District. The contract provides the District will provide Contractor with adequate space in the District's facility (See par 6(i) of draft contract attached to the RFP). To the extent there is need for clarification, it will be covered in the Contract, not a separate lease agreement.

27. Is this an RFP or IFB? The document refers to each in multiple places.

ANSWER: This is a Request for Proposal (RFP). Any references to an IFB are unintentional.

28. Is the Contractor expected to provide any Contractor owned vehicles (see the Scope of Work, paragraph 6.B, and the Contact)?

ANSWER: We do not expect the contractor to provide any vehicles for student transportation at this time.

29. Will the District be responsible for the all costs regarding two-way radios?

ANSWER: Yes, the District will maintain the radio system.

30. Not sure how to handle Contract paragraph 11.a – refund to district health insurance savings (Please clarify intent)

ANSWER: Inasmuch as there are three (3) collective bargaining units within the Transportation Department (clerical, drivers, maintenance / dispatch), to the extent District employees must perform activities associated with the services subject to this bid, the District will issue invoices annually for any differences in the cost of health insurance.

31. Can the pricing form be changed to the volume new volume required post three tier announcement? Various numbers have been suggested in news article? It appears the revised pricing forms are not accurate.

ANSWER: **Please use the attached bid sheet.** There should be 165 total routes.

32. The Bell Schedule needs clarity. With the adjustment it appears that High Schools and Middle Schools have a window of 30 minutes...with load we are having a hard time understanding logistics.

ANSWER: Source Bell Times are correct.

33. How many daily buses go to each High School?

ANSWER: Currently 23 buses at Auburn, 17 at East, 24 at Guilford and 27 at Jefferson. The District plans on adding 25 to 35 buses to the total of 91 for the three tier system to ensure the routes will be done dropping students by 5pm.

34. Addendum 2 page. Can you give a description of Job codes 500,995,410,412, N12,210,212,510

ANSWER:

500 Bus Driver  
995 Substitute Bus Driver  
410 10 Month RBMA  
412 12 Month RBMA  
N12 12 Month Administrator  
210 10 Month Office Professional  
212 12 Month Office Professional

35. What is the hardware version of Zonar?

ANSWER: SEJ-V3.

36. Addendum 2 Page 16 lists 175 employees participating in 1000 Deductible plan 222 Drivers are listed with wage. Are the 47 Bus drivers participating in another plan? If so is it an HSA and what are the cost and contributions?

ANSWER: See attached tables with health care participation and costs. Please disregard previous tables.

37. The pricing page still has 58 double and 10 single routes listed on lines 11 and 12. I thought these were going to be removed since there are no double or single routes in the new structure? Can you please remove or explain how we should bid these?

ANSWER: There could be single and double routes. Please bid as a triple route as they could run the full amount of time or have the ability to use the driver to fill in at other times.

38. There are no base route hours in the RFP. Each bidder may assume something different and therefore make it difficult to compare. In 2017, routes averaged 5.73 hours for primarily double routes. With the new triple route structure, can we assume a 6.5 hour base rate with extra hour charges so everyone is bidding on the same thing? This can obviously be adjusted once the actual routes are completed.

ANSWER: For the 2019/2020 school year, triple routes are estimated to be 8 hours per day. Double routes would be 6.5 hours. Single routes would be 5.25.

*ATTACHMENT #1 TO EXHIBIT L  
Three Tier Bell Time Schedule*

	<b>SCHOOL</b>	<b>ZERO HR</b>	<b>Zero Hr Drop</b>	<b>SCHOOL HOURS</b>	<b>AM DROP</b>
10	Auburn	7:15	7:00	8:15 - 3:30	8:00
11	East			8:15 - 3:30	7:55
13	Guilford	7:15	7:00	8:15 - 3:30	7:55
18	Jefferson			8:15 - 3:30	8:00
7	Eisenhower			9:00 - 4:00	8:40
8	Flinn			9:00 - 4:00	8:50
6	Kennedy			9:00 - 4:00	8:15
2	Lincoln			9:00 - 4:00	8:35
4	Marshall Middle			9:00 - 4:00	8:40
3	RESA			9:00 - 4:00	8:45
9	West	8:00	7:45	9:00 - 4:00	8:40
19	Roosevelt Alternative H.S.			8:00 - 2:20	
5	Wilson Aspire Alternative School			8:20 - 3:20	
22	Barbour			7:35 - 2:00	7:10
24	Bloom			7:35 - 2:00	7:05
25	Brookview			7:35 - 2:00	7:10
26	Carlson			7:35 - 2:00	7:05
27	Cherry Valley			7:35 - 2:00	7:05
28	Conklin			7:35 - 2:00	7:10
55	Constance Lane			7:35 - 2:00	7:05
32	Ellis			8:30 - 2:55	8:05
38	Froberg			7:35 - 2:00	7:20
40	Gregory			7:35 - 2:00	7:05
46	Haskell			7:35 - 2:00	7:10
50	Hillman			7:35 - 2:00	7:05
53	Johnson			7:35 - 2:00	7:15
54	Washington			7:35 - 2:00	7:05
58	Lathrop			7:35 - 2:00	7:05
59	Lewis Lemon			7:35 - 2:00	7:05
61	McIntosh			7:35 - 2:00	6:55
64	Montessori			9:00 - 3:25	8:40
73	Riverdahl			7:35 - 2:00	7:00 - 7:10
76	Rolling Green			9:00 - 3:25	8:40
81	Spring Creek			7:35 - 2:00	7:00
86	Marshall Elementary			8:30 - 2:55	8:15
88	Welsh			7:35 - 2:00	7:15
89	West View			7:35 - 2:00	7:15
91	Whitehead			7:35 - 2:00	7:05
601	Legacy			9:00 - 4:00	8:20
603	Jackson Charter			8:00 - 4:00	7:50
602	Galapagos Elementary			8:15 - 4:00	7:45
602	Galapagos Middle			8:15 - 4:00	7:45
30	Beyer Early Education Center*			9:00 - 3:20	
65	Nashold Early Education Center*			8:00 - 2:15	
80	Summerdale Early Education Ctr*			9:00 - 3:20	
35	Fairview Early Education Center*			7:50 - 2:20	

*\*Early Education Center students are transported by Sunrise.*

*ATTACHMENT #2 TO EXHIBIT L*

*Costs of Benefits Currently Provided to Drivers*

**RPS 205 Bus Driver Benefits (Wellness)**

*Monthly premiums are paid across 9 months for 12 months of coverage.*

*Total Annual PPO1000 costs (wellness as well as non-wellness) plus the HSA is \$1,608,993 for a total of 169 participating employees.*

PPO 1000 Deductible				
Rate Tier	Estimated Average Monthly Enrollment	Total Monthly Premium Equivalent	Monthly Employee Contribution	Monthly District Contribution
Employee Only	25	\$666.94	\$47.16	\$619.78
Employee + Spouse	17	\$1,429.02	\$126.10	\$1,302.92
Employee + Child(ren)	24	\$1,343.67	\$134.09	\$1,209.58
Employee + Family	11	\$2,066.32	\$218.20	\$1,848.12
Totals	77			\$87,003.38

**RPS 205 Bus Driver Benefits (Non-Wellness)**

PPO 1000 Deductible				
Estimated Average Monthly Enrollment	Estimated Average Monthly Enrollment	Total Monthly Premium Equivalent	Monthly Employee Contribution	Monthly District Contribution
Employee Only	47	\$666.94	\$62.88	\$604.06
Employee + Spouse	16	\$1,429.02	\$165.52	\$1,263.50
Employee + Child(ren)	10	\$1,343.67	\$175.99	\$1,167.68
Employee + Family	16	\$2,066.32	\$278.81	\$1,787.51
Totals	89			\$88,883.78

High Deductible/HSA				
Estimated Average Monthly Enrollment	Estimated Average Monthly Enrollment	Total Monthly Premium Equivalent	Monthly Employee Contribution	Monthly District Contribution
Employee Only	1	\$562.77	\$0.00	\$562.77
Employee + Spouse	1	\$1,187.44	\$0.00	\$1,187.44
Employee + Child(ren)	1	\$1,139.59	\$0.00	\$1,139.59
Employee + Family	0	\$1,762.57	\$0.00	\$1,762.57
Totals	3			\$2,889.80

**District's Contribution to Employee's HSA Account:**

	Non-Wellness	Wellness
<b>Employee Only</b>	\$400.00	\$650.00
<b>Employee/Child(ren)</b>	\$600.00	\$1,150.00
<b>Employee/Spouse</b>	\$700.00	\$1,200.00
<b>Family</b>	\$800.00	\$1,500.00