



MT. DIABLO UNIFIED SCHOOL DISTRICT
Purchasing Department
 2326 Bisso Lane, Concord, CA 94520
 (925) 825-7440, ext. 3740
 (925) 687-5044 fax

ADDENDUM NO.: TWO

DATE: September 13, 2024

PROJECT: RFP #1943 2024 PASSENGER VEHICLE SPECIAL EDUCATION PUPIL TRANSPORTATION SERVICES

RFP DUE DATE: 9/18/24 at 10:00 a.m.

NOTICE TO ALL VENDORS SUBMITTING RFPs FOR THIS WORK:

You are hereby notified of the following changes, clarifications or modifications to the original Contract Documents, Specifications and subsequent Addenda. This Addendum shall supersede the original Contract Documents, and previous Addenda wherein it contradicts the same and shall take precedence over anything to the contrary therein. All other conditions remain unchanged.

Receipt of this addendum shall be acknowledged by inserting the addendum number and its date on the RFP form.

CONFORMANCE WITH CONTRACT DOCUMENTS AND SPECIFICATIONS:

All addenda work shall be in strict conformance with the Contract Documents and Specifications as they pertain to work of a similar nature.

REVISIONS/CLARIFICATIONS TO THE RFP DOCUMENTS AND SPECIFICATIONS

Q#1	Can we make changes to the Service Level Agreement? Can we take exceptions? By signing page 33 PRICING are we agreeing to the Service Level Agreement?	A#1	No. The district will not accept changes or exceptions to the Service Level Agreement. The Service Level Agreement is written to specify the requirements for safety and compliance with State and Federal rules and regulations, and the transportation needs of the district. When signing page 33 Pricing, the vendor/contractor is agreeing to the Service Level Agreement.
Q#2	Specifications #6 The District shall not be responsible for cancellation fees due to a catastrophic event which results in District School Closure.	A#2	This specification is a material term in the contract.

<p>Q#3</p>	<p>The Client agrees that the following policies shall be followed related to our company software usage and students' No-Show, Late Canceled rides, and reports for the service provided.</p> <p>Late Cancel: This is when a notice of ride cancellation from The Client or the student's guardian occurs less than (2) hours from the scheduled ride's start time. Rides, where a No-Show or Late Cancel occurs, are invoiced at the full normal rate.</p> <p>No-Show: This is when an attempt to pick up a student occurs, but the student is not there or is not ready without previous notice by The Client or the student's guardian. The partner (driver) will wait (3) minutes from the scheduled pickup time before a No-Show is determined. It is The Client's responsibility to monitor student attendance and inform us of any change to a student's transportation such as removing a student from a route due to multiple No-Shows. We provide The Client with a comprehensive no-show report through the Client Portal which is always available.</p>	<p>A#3</p>	<p>The District will not accept these changes or exceptions to the Service Level Agreement.</p>
<p>Q#4</p>	<p>B. Parking fees, entrance fees, tolls and added mileage in and around the destination city as well as additional miles to the pre-trip itinerary if approved or ordered by the Group Leader, shall be expenses of the District payable to the contractor. Contractor shall notify District of these expenses within 10 days of the completion of the trip.</p> <p>These fees will be added to the invoice if applicable.</p> <ul style="list-style-type: none"> • Waiting Time Fee A fee is charged for waiting for a student for more than 5 minutes when authorized by The Client. The fee is charged on an hourly basis in 15-minute increments rounded 	<p>A#4</p>	<p>This is a statement, not a question. Pg. 23</p> <p>Same as above. This vendor is looking to have MDUSD agree to these terms which are different from the RFP</p>

	<p>up to the next increment. In the case of a student being undeliverable upon drop off at the residence, then the charge is authorized by our company, and The Client will be charged and informed when such takes place.</p> <ul style="list-style-type: none"> • Toll Fee A toll fee is charged only if a ride incurred a toll while transporting a student(s). This fee is determined by the toll operator. • Hard-to-Serve Fee A recurring fee is charged if the student(s) express extreme behavior or riding conditions are deemed very difficult. This discussed fee would be charged only with The Client’s approval. If no agreement could be reached, We may decline to service that ride. e.g., Students with aggressive behavior, who launch bodily fluids, or who live in remote area locations or have other difficulties. 		
Q#5	<p>The District requires all equipment used by bidders to carry a First Aid Kit (one (1) kit that accommodates the amount of passengers the vehicle can accommodate). In case of an emergency, District recognizes that first aid supplies are to be administered and used by District Staff/Supervisors riding on the bus with students</p> <p>Is First Aid Kit Mandatory for Vehicles?</p>	A#5	Yes, PG. 46 & PG.24
Q#6	<p>Can we provide drivers and vehicle information upon the award?</p>	A#6	Yes.

A = Answer, Q = Question, R = Revision/Clarification to Bid

Elizabeth McClanahan
 Director of Purchasing and Warehouse

END OF ADDENDUM