

ADDENDA February 25, 2025

Q1: In the RFP it states a Location Manager and then a Location Manager Supervisor to oversee the Location Manager?

A1: We need to know the person, to whom our Location Manager answers, in case an unforeseen possibility arises.

Q2: Has the district fined the current vendor for any non-performance damages? Has the District charged Liquidated Damages to the current contractor? If so, how much annually?

A2: Yes, a total of \$37,232.25.

Q3: Is it possible to get a copy of the current contract that the District has with its vendor on the Regular Education transportation side?

A3: We will post a copy of our contract with First Student at [RFPs and Calls for Bids - Consolidated School District of New Britain](#).

Q4: Should pricing for the regular school year be based on 181 days per year?

A4: Pricing should be based on 180 days. Only 6th graders and 9th graders who attend District schools and some outplaced students will attend school on the last business day before the First Day of School for all students. Outplacement schools operate on their own calendars.

Q5: How many days does the Summer Special Transportation run for each year? When does it start and when does it end?

A5: Dates vary. District Summer Special Transportation generally runs for 3 weeks in July. Each Outplacement school has its own calendar.

Q6: To confirm, there are 40 monitors that are needed to be provided by the contractor for this contract each year? Also, please confirm all 40 monitors will be needed for Summer? – it states 40 monitors on page 58 of the PDF – Schedule 1.

A6: The number of monitors needed varies. Please confirm approximately 68 for both summer and the school year.

Q7: The excel file provided 'Summer Route List' includes 73 unique vehicle numbers but page 58 of the RFP, Schedule 1, lists a total of 53 vehicles. Can you please confirm how many vehicles are needed for Summer Special Transportation?

A7: The number of vehicles needed for summer varies. Please confirm approximately 73.

Q8: On page 10 of the RFP, section k. under Proposer's Qualifications, it states: "The Board requires that the average age of the vehicles serving the Board (including spares) not exceed eight (8) years of age at any time during the Contract." But on page 31, page 43 (22.8) and page 59 it states, "At no time during this Contract Term shall a vehicle being used to transport school children (including spares) exceed eight

(8) years of age from the original date of manufacture.” Can you please confirm the vehicle age requirements is 8-year max age during the term?

A8: The vehicle age requirement is 8-year max age during the term.

Q9: Are the current drivers represented by a union? If so, can you please share a copy of the CBA? If not, could you please provide the current Driver and Monitor per hour pay rates?

A9: I am not aware of any union members working for Specialty Transportation. Union members do work for First Student. We do not have a copy of their CBA. We do not keep records of vendor pay rates for either company’s employees.

Q10: Will the district allow an electronic (email) submission of the proposal instead of the two (2) hard copies and one (1) flash drive? If so, would the email submission go to valerior@csgdnb.org?

A10: No.

Q11: Are the hours per day for routes listed on page 58 of the RFP, Schedule 1, live time - from first pick up in the AM to last drop off in the PM? Or are they gate-to-gate – from the leaving the incumbent’s facility in the AM to arrive back there in the PM?

A11: The hours per day for routes listed on page 58 of the RFP reflect live time - from first pick up in the AM to last drop off in the PM.

Q12: The charts on pages 13 and 31 of the RFP state there are 50 routes for the 26 passenger buses, but there are 51 listed on page 58, Schedule 1. Can you please confirm if it is 50 or 51 routes?

A12: The number of vehicles needed varies. Please confirm approximately 51.

Q13: The charts on pages 13 and 31 of the RFP state there are 41 routes for the 8 passenger transit vans, but there are 40 listed on page 58, Schedule 1. Can you please confirm if it is 40 or 41 routes?

A13: The number of vehicles needed varies. Please confirm approximately 40.

Q14: The charts on pages 13 and 31 of the RFP state there are 29 routes for the 5 passenger mini vans, but there are 30 listed on page 58, Schedule 1. Can you please confirm if it is 29 or 30 routes?

A14: The number of vehicles needed varies. Please confirm approximately 30.

Q15: Can you please confirm our interpretation of the proposal submittal requirements. For example, it is our understanding that the fleet list needs to be provided in Appendix B (page 66 of the RFP) but in Exhibit D (page 53) will be submitted as is blank with an initial to confirm receipt of the RFP Page. In other words, we will submit appendix B in lieu of filling anything out in Exhibit D, other than the initialed blank page?

A15: The Proposer shall complete and return the Fleet List in Appendix B per (4.3.d) as specified in (4.3.v).

Q16: Pricing pages in appendix A will be filled out by the contractor and Exhibit A will be initialed only left blank correct?

A16: No. The **PRICING PAGES** posted at [RFPs and Calls for Bids - Consolidated School District of New Britain](#) should be filled out by the Proposer. It is an Excel spreadsheet.

Q17: Exhibit B (page 51), Form of Invoice, is to be left blank and initial the page, correct?

A17: Yes.

Q18: Exhibit E (page 54), Form of Report, is for us to initial only, correct? As we will provide samples of our reporting to the district in our proposal.

A18: Yes.

Q19: In the next three years what three things would the district like to focus on for transportation to provide improvements or enhancements to the existing operations?

A19: Customer service, especially service attending to the individual needs of each student and their caregivers, on-time performance, cost-effectiveness

Q20: Will there be a public opening of proposals where pricing will be read aloud?

A20: Yes.

Q21: Thank you for providing the Route List and Summer Route List. Can you confirm the route mileage includes travel miles to/from the start of routes and in between tiers. If not, can you please provide the bus route metrics exported to excel for the same two batches?

A21: Route mileage reflects live time - from first pick up in the AM to last drop off in the PM. Metrics appear as Time and Mileage reports. Excel Time & Mileage reports will be posted at [RFPs and Calls for Bids - Consolidated School District of New Britain](#).

Q22: As it relates to the Summer Route List, this does not have the "Vehicle Type" designation as does the school year Route List. Can you please provide an updated version noting the vehicle types used on the summer route list.

A22: We did not keep records of this information for all routes. (6) 806, 901, 906, 921, 926, and 941 were specified vans. (5) 806, 827, 907, 909, and 913 were specified lift-equipped. (27) 902, 903, 905, 908, 910, 911, 912, 914, 915, 916, 918, 919, 920, 922, 923, 925, 927, 928, 929, 930, 932, 934, 937, 939, 940, 942, and 943 were, based on their assigned loads, de facto buses. The balance of vehicles were not specified by type.

Q23: What are the full-time positions offered and provided by the current contractor for your district? Are they sufficient to meet your needs?

A23: Terminal Manager, (3) Dispatchers, (1) Safety Coordinator, (5) mechanics. Yes.

Q24: Can you clarify if the district pays early and earns discounts today?

A24: The District does not currently pay early.

Q25: Regarding Alternative Fuels. As it relates to fleet and electrification. Has the district engaged in pursuing any grants or funding? If you engaged with any consultants or industry experts on the matter can you please provide a summary of arrangements and copies of consultative reports provided.

A25: The District has not pursued grants or funding for fleet electrification.

Q26: Would the district accept a proposal for part of the services such school van transportation only?

A26: Nothing in this Contract shall prohibit the Board from directly providing, and/or from engaging another provider to provide transportation services as determined by the Board (Scope of Work, 3.1) at [RFPs and Calls for Bids - Consolidated School District of New Britain](#).

Q27: Could the district provide a summary of all the non-performance damages charged/incurred by to the contractor for current and past school year.

A27: Please see the answer to Q2 above.

Q28: Can you please provide the current listing of vehicles provided by the current contractor. Please include the vehicle age, seating capacity, configuration of wheelchair buses (seated and wheelchair capacity), if they require air-conditioning and if any are non-yellow buses or cars, age, etc.

A28: The District does not have the requested information at this time. The Appendix B Fleet List requirement in the current RFP will enable the District to have this information, moving forward. No vehicle shall be used to provide special education transportation services unless it has operational air conditioning (Form of Contract, Article 11. Vehicles, 11.3.11).

Q29: Please provide a scan of the summer school transportation invoices for any and all contracted special education transportation services including all line item billing details and backup spreadsheets. Please provide invoices from June 2024, July 2024, and August 2024.

A 29: Additional Summer billing data will be posted at [RFPs and Calls for Bids - Consolidated School District of New Britain](#).

Q30: Please provide a copy of the labor agreement, any amendments, or memorandums of understanding for current contractor(s) employees and any district employees performing transportation services that are unionized. Please include any amendment letters, memorandums of understanding, or modifications thereto. If no labor agreement, please provide a summary of current wages, paid time off, and other benefits being offered to the special education contracted drivers and monitors. If possible please provide count of employees and pay steps or seniority dates and pay rates.

A30: As stated in A9 above, the District does not keep records of the requested vendor information. No District employees are currently assigned to perform transportation services.