Addendum / Clarification No. 1
Request for Qualifications/Proposals
for Transportation Services
BPSD-Transportation Services-02212025

All information related to this Request for Proposal is posted online at https://www.bpsd.us/divisions/operational-services/district-bids-and-rfps. It is the Proposer's responsibility to ensure that they have reviewed the RFP documents, exhibits, and addenda prior to submission of a proposal.

Please contact Karina Mesa, Contract Specialist at **karmesa@bpsd.**us if you have any questions.

The following items are changes and clarifications to the scope of work. This addendum must be read together with terms and conditions of the RFP and all prior addenda. The terms and conditions outlined in the RFP shall remain the same unless otherwise specified in this Addendum. Should a conflict exist between addenda language and the original RFP it is understood the changes in this Addendum shall take precedence:

CLARIFICATIONS

Question 1:
A. Is the district open to contracting with companies that have smaller capacity vehicles like sedans, SUVs, and Wheelchair accessible vehicles?

Clarification:
Yes, the district is open to contracting with companies that offer smaller capacity vehicles, such as sedans, SUVs, and wheelchair-accessible vehicles as long as they meet the requirements outlined in the RFP.. The contractor must ensure that all vehicles are appropriately licensed, permitted, and equipped to accommodate students' needs, including those with disabilities. Additionally, the contractor must comply with all safety and service requirements specified by the district. Please refer to 'Scope of Services' on page number 4 of the RFP.

B. Who is your current sedan based transportation provider or providers?

Clarification:
The current contractor is a short term resource who was brought in to assist us while we navigate through the RFP process.

C. What are the current rates with your current Alternative Transportation/sedan based vendor? Can you also provide any price sheets, amendments or addendums related to pricing?

Clarification:
We will respond to your inquiries within 5 calendar days. We have notified the vendor from whom you are requesting this information and are currently waiting for their authorization to release the information. Should they choose not to take action or fail to respond within the

specified time frame, we will release the information via addendum if time permits, or, if the deadline for addenda has passed, as soon as possible thereafter.

D. Can you please provide a copy of the district's transportation agreement with the current vendor in addition to the certificate of insurance provided by your current vendor?

Clarification:
The insurance requirements are referenced in the RFP on page 18, section 17.

E. How many Special Needs / McKinney Vento students to transport to school does the district have?

Clarification:
We currently only have two (2) students, but that could vary based on need.

F. How many routes/vehicles are currently used to transport your students utilizing specific to sedan based alternative transportation? What's the average number of students per vehicle?

Clarification:
We currently transport two (2) students to different locations.

G. For sedan based travel, what is the average distance traveled for each one-way trip?

Clarification:
The average distance traveled for each one-way sedan-based trip varies based on student needs and specific routes. However, per the RFP guidelines, routes generally do not exceed one (1) hour each way unless authorized by the district. Actual mileage may differ depending on the student's location and the assigned school.

H. What is the total yearly value of this contract specific to alternative transportation and sedan based travel?

Clarification:
The total yearly value of the contract for alternative transportation and sedan-based travel varies based on actual service usage, as transportation is provided on an as-needed basis. The district does not guarantee a specific number of students or routes. The anticipated minimum number of rides per day is based on the number of students and frequency of trips per student.

I. What is the anticipated minimum number of rides per day that will be allocated to an awarded sedan based vendor?

Clarification:
The district does not guarantee a minimum number of rides per day for the awarded sedan-based vendor, as transportation services are assigned based on student needs, specific routes, and schedules. Services are provided on an as-needed basis, and the volume of rides may vary throughout the school year. The district will provide detailed transportation needs in advance as they arise.

J. Could you please elaborate on the criteria used to determine whether a student is assigned to a solo ride or included in a carpool arrangement?

Clarification:
The criteria for determining whether a student is assigned to a solo ride or included in a carpool arrangement are based on several factors, including but not limited to student's specific needs, distance and route efficiency, safety considerations and time and scheduling constraints. The district will provide the necessary information about students' needs and preferences to assist the vendor in determining the appropriate transportation arrangements.

K. Do you currently transport any students in wheelchair-accessible vehicles? If so, how many vehicles are currently being used?

Clarification:
We do not currently have students in wheelchairs.

L. Do you require any special equipment to transport the students? eg. Safety Vest (Harness), Car Seat, Booster Seat, Buckle Guard …. etc? What's the number of students who need such equipment based on the current contract?

Clarification:
Yes, the district requires special equipment for certain students, depending on their individual needs. This may include safety vests (harnesses), car seats, booster seats, buckle guards, and other specialized equipment to ensure the safety and comfort of the students while being transported. The number of students requiring such equipment varies and will be provided to the contractor on as-needed basis, based on the specific transportation requirements for each student. The district will supply a list of students requiring special equipment along with their transportation schedules.

M. Is there flexibility in the submission process to allow Contractors to present a customized bid price form that reflects our specific pricing structure which often results in price savings for our district partners? Our base price fee + a per-mile fee is the industry standard for small capacity sedan based transportation.

Clarification:
Yes, the district is open to reviewing customized bid price forms that reflect a contractor's specific pricing structure, including base fees and per-mile fees. We understand that different pricing structures, such as those commonly used in small capacity sedan-based transportation, may result in cost savings for the district. Contractors are encouraged to submit a pricing structure that best reflects their services and offers competitive rates, as long as it meets the requirements outlined in the RFP. Any customized pricing forms should be clearly explained and justified to ensure full transparency.

N. How will the district evaluate and compare bids with differing pricing structures, such as a base fee plus mileage versus a per-mile rate.

Clarification:

The District will compare bids with different pricing structures by calculating the total cost for each bid using estimates for total mileage. They will likely consider both immediate and long-term cost efficiency and may prioritize the pricing structure that offers the best value based on the expected scope of work and cost predictions. Refer to page 6 of the RFP.

O. Will subcontracting be allowed if it's approved by the school district and the primary Contractor oversees the subcontractor(s) to ensure compliance, performance, etc.? This is a common practice to help ensure all routes are covered and costs are as low as possible without jeopardizing safety.

Clarification:
Yes, subcontracting can be allowed as long as it is approved by the school district beforehand. Prior approval for subcontracting is required, and the subcontractor(s) must meet the necessary qualifications as specified by the contract and the school district. Additionally, the subcontractor is not permitted to work directly with the school district.

P. Could you please provide the specific types of insurance required for sedan based transportation, along with the coverage limits for each?

Clarification:
The Provider must maintain these insurance coverages at its own cost and provide certificates of insurance evidencing all coverages and endorsements required no later than 30 days from execution of the agreement by the district. Please reference the insurance requirements on page 18, section 17 of the RFP.

Q. The requirements for this RFP are primarily written for buses and are generally inapplicable to sedan based alternative transportation, would you be open to adjusting the transportation requirements to accommodate the use of small-capacity vehicles in place of traditional buses?

Clarification:
The district is open to adjusting transportation requirements to better accommodate the use of small-capacity vehicles such as sedans and minivans, instead of traditional buses, given the nature of the services outlined in the RFP. The district understands that sedan-based transportation may offer more flexibility, efficiency, and cost-effectiveness for certain student transportation needs, especially for those living outside district boundaries or requiring specialized accommodations. Please refer to the scope of services on page 4.

R. Would a vendor be disqualified if there is a public record of pending litigation for any of their independent contractor drivers within the past 2 years?

Clarification:
Based on the information you have provided, we are unable to determine whether disqualification is merited. The circumstances of the pending litigation were not disclosed, therefore, we have insufficient information to determine whether this may be a disqualifying event.

Question 2:
Here is our insurance limits,

General Liability - $1Million / $2 Million
Auto Liability - $1 Million combined single limit
SAM - $1 Million / $1 Million
Cyber Insurance - $1 Million / $1 Million
Umbrella Insurance - $5 Million / $5 Million

Would you accept these rates to cover what is in the bid specifications? Our Umbrella Insurance should allow us to be able to cover the necessary coverages.

Clarification 2:
Given the insurance limits you've provided, it set appears that Professional Liability and Employment Practices Liability may be missing, unless these are included in your General Liability coverage. The Umbrella Insurance typically sits on top of all underlying coverages, so it would increase that the coverage aligns with the requirements in the bid specifications. However, ie the limits for all covered areas, including those provided by General Liability and others.

Question 3:
Who is the current Contractor?

Clarification 3:
The current contractor is short term who was brought in to assist us while we navigate through the RFP process.

Question 4:
What are the current Contractor Rates?

Clarification 4:
We will respond to your inquiries within 5 calendar days. We have notified the vendor from whom you are requesting this information and are currently waiting for their authorization to release the information. Should they choose not to take action or fail to respond within the specified time frame, we will release the information via addendum if time permits, or, if the deadline for addenda has passed, as soon as possible thereafter.

Question 5:
How many students are anticipated to need transportation under this contract?

Clarification 5:
We currently have two (2) students, but this number may change over time depending on student needs and the IEP process for students with disabilities.

Question 6:
Does the district intend to award a single provider, or multiple?

Clarification 6:
The district focus is a single provider capable of meeting the diverse transportation needs outlined in the RFP, including providing transportation for students with disabilities and students living outside the district boundaries.