Questions & Answers regarding SPED Home to School Transportation Services

BID NO. TRA-084-06-25-669

Q: Could you please clarify whether cameras are required in all vehicles by default, or only when specifically requested by the school district on a per-vehicle basis?

A: The Contractor shall, **upon written request** from the District, install audio and video surveillance cameras on any or all school transportation vehicles used in the performance of this contract. Installation shall be performed at the Contractor's expense unless otherwise agreed in writing by both parties.

Q: Is the district willing to accept a proposal for sedan-based transportation? If so, who is your current sedan-based transportation provider or providers?

A: District has used "alternative" transportation and is willing to accept a bid for non-yellow fleet transportation.

Q: What is the average mileage per route for students traveling in sedan-based service?

A. 19.8 Miles per day Average.

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

A: 56 vehicles, averaging 1.5 students.

Q: How many WAV vehicles are required as part of this contact?

A: 4 wheelchair vehicles with 5 wheelchair students, but may need more in the future.

Q: Is the district intending to award the contract to a single vendor or multiple vendors?

A: Multiple vendors will be awarded.

Q: The RFP states that the "Contractor will provide a consistent driver for each student.

- As this is a requirement, should vendors include any associated cost of providing a consistent driver into their trip minimum on the price sheet?

A: The district will not accept an additional charge to have a consistent driver.

Q: The RFP states, "*Bids shall be accepted only from Contractors with at least five (5) years of experience providing pupil transportation for school districts with similar size, transportation operations and with demonstrated ability in starting up operations of this scope*."

- Is this to be interpreted as vendors must have 5 years of experience specifically in the alternative (small vehicles like sedans, SUVs, etc.) transportation model?
- Similarly, as the document references the potential need for wheelchair accessible vehicles, are vendors required to have 5 years of experience providing transportation in wheelchair accessible vehicles?

A: In general, 5 years of experience providing transportation for school districts. At this time, we are not requiring 5 years of experience specifically providing transportation in wheelchair accessible vehicles, but request that WAV vehicles be provided when needed.

Q: Could the district clarify what types of references are being requested under the "credit references" portion of the proposal? Is this meant to imply a financial credit reference, or something else?

- If a financial credit reference, would an audit opinion letter from our accredited and independent CPA firm cover this requirement?

A: A credit reference can be:

1. Business trade references who can vouch for your payment history
2. Bank Reference
3. Credit Report from agencies such as Experian or Equifax
4. An audit opinion letter from an accredited and independent CPA firm

Q: Regarding the COVID-19 Vaccination and Testing Certificate included in the RFP: Given that California school districts are no longer required to mandate COVID-19 vaccinations, could you please clarify whether this form is still mandatory to complete as part of the submission, or if it is now optional?

A: The Covid-19 Vaccination and Testing Certificate is optional and is not a requirement of this RFP.

Q: Will the district reimburse contractors for tolls?

A: There are no tolls for any of our routes.

Q: What is the average one-way trip distance?

A: 9.8 miles per trip one way

Q: Can you please provide current contractor rates?

A: See below.

	Vendor 1	Vendor 2	Vendor 3
Pricing formula per trip, one way			
Trip fee up to ___ miles	7mi @ $40	12mi @ $73.50	12mi @ $58
Per Mile fee, billed afer mile __	after 7mi @ $4	after 12mi@ $2.5	after 12mi@ $2.65
Additional fees as needed/requested			
Car seat	$25	$5	$5
Wheelchair	$25	$45	$50
Aide, per hour, 2 hour minimum billed	N/A	$30	$30
Wait time per hr billed in 15 minutes increments	after 10min $30	after 5min $60	after 5min $60
No show or late cancel fee (less than 2hr notice		Full trip charge	Full trip charge
Fuel surcharge		$0	$0
*Following 24-25 school yr, annual increase up to 3%		X	
*Up to $250 cleaning fee may be assesed due to bodily fluid	X		
.33 applied per mile for each .50 incrs in AMRP dollar per gal	X		

Q: Is the District open to contracting with companies that operate smaller-capacity vehicles such as **sedans, SUVs, and wheelchair-accessible vehicles?**

A: Yes.

Q: Is there a **maximum age requirement** for vehicles used in this contract?

A: We currently do not have a maximum age requirement for vehicles.

Q: If audio/video cameras are requested, would the District consider **equivalent camera systems** proposed by the contractor that meet all performance and retention standards?

A: Yes

Q: Who is your current sedan-based transportation provider or providers?

A: Everdriven, First Alt, Yellow Cab

Q: Can you please provide:

- A **copy of the current agreements(s)** with your existing alternative transportation provider(s)
- A **copy of the certificate of insurance** for those vendors?
- Any relevant **addenda, amendments, or pricing sheets** associated with that contract

The agreement was a purchase order. There were no changes in pricing, only PO increases due to underestimating the annual cost. The annual cost for each vendor is included in this document.

At this time, the District does not have copies of the certificates of insurance from our current transportation vendors. As part of the prior procurement process, bidders were asked to describe their insurance policy limits, but we did not collect certificates of insurance following award of the contract.

Going forward, the District intends to require submission of certificates of insurance demonstrating compliance with the stated insurance limits upon contract award.

Q: How many **Special Needs and/or McKinney-Vento students** are currently being transported via alternative transportation?

A: 84

Q: How many **routes and vehicles** are currently used for sedan-based transportation?

A: 74 Routes, 74 Vehicles

Q: What is the **average number of students per vehicle** for sedan-based service?

A: 1 student per vehicle. Currently,10 Students out of 84 are transported using sedan vehicles.

Q: What is the **anticipated minimum number of rides per day** that will be allocated to the awarded vendor(s)?

A: Unable to determine response for this, as some parents change availability, and needs change constantly.

Q: Do you currently transport students in **wheelchair-accessible vehicles**? If so, how many are actively in use?

A: 4 Students in 3 routes

Q: Could you elaborate on how the District determines whether a student is assigned to a **solo ride versus a carpool/shared ride**?

A: Needs of the student and or historical behavior issues

Q: Are there any **District-specific invoice templates** vendors must use?

A: No

Q: Will final **evaluation scores or selection rationale** be shared with proposers after the award?

A: Yes, upon request

Q: Is there a formal **dispute resolution process** in place for addressing service or billing issues during the contract term?

A: Not at this time.

Q: 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?

A: Yes, Total count that need special equipment is 27 students. The special equipment needed to transport these students varies on the students' needs.

Q: 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 districts partners? Our base price fee + a per-mile fee is the industry standard for small capacity sedan-based transportation

A: No, the district bid form is required

Q: 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. As long as the contractor can promise to uphold that their subcontractor is complying with all requirement

A: Subcontracting is acceptable, but the Contractor is ultimately responsible for their subs. It is the responsibility of the vendor to ensure compliance with all requirements

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

A: Per bid:

Please note: The insurance limits outlined in the RFP are mandatory and intended to protect student safety and District liability. We will request certificates of insurance following the award.

General Liability Insurance
Contractor must carry a commercial general liability insurance policy with limits of **Two Million Dollars ($2,000,000)** per occurrence for bodily injury and property damage which may arise out of this Agreement in a form mutually acceptable to both parties to protect Contractor and District against liability or claims of liability to be in effect during the term of the contract. If a form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the District, or the general aggregate shall be twice the occurrence.

$1,000,000.00 minimum limit per occurrence covering Sexual Molestation and Abuse Liability

Contractor agrees to name District and its officers, agents, employees and representatives as additional insured under said policy and to provide an endorsement to this policy evidencing such. **Insurance shall be written by California Admitted Insurers.**

In addition, Contractor agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory."

Automobile Insurance
Contractor will also provide automobile liability insurance with limits of **Five (5) Million Dollars ($5,000,000)** per occurrence combined single limit for bodily injury and property damage. If an annual aggregate limit is used, either the aggregate limit shall apply separately to the District, or the aggregate shall be twice the occurrence limit or **Ten (10) Million Dollars ($10,000,000). Insurance shall be written by California Admitted Insurers.**

All policy periods shall be continuous through the term of the agreement and shall be valid and non-restrictive for interstate travel.

If awarded a contract, Contractor(s) shall provide District with certificates of insurance evidencing all coverage's and endorsements required hereunder, including a thirty (30 day written notice of cancellation or reduction in coverage within ten (10) days of award notification.

Workers' Compensation Insurance
The contractor shall provide, during the life of this contract, Worker's Compensation insurance for all employees hired by the contractor and engaged in work under this contract, on or at the site of the project, and, in case any of the work is sublet, the contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all the latter's

employees. Any class of employees not covered by a subcontractor's insurance shall be covered by the contractor's insurance. In case any class of employees engaged in work under this contract, on or at the site of the project, is not protected under Worker's Compensation Statute, the contractor shall provide or shall cause subcontractor to provide, adequate insurance coverage for the protection of such employees not otherwise protected. The contractor shall file with the District, certificates of insurance protecting workers. Such insurance shall have a minimum combined single coverage of **One (1) Million Dollars ($1,000,000)**. Insurance shall be written by California Admitted Insurers.

Q: Can the District confirm whether the required Vehicle List (as stated in the List of Required Submittals) may be submitted upon contract award, rather than with the initial bid? We can confirm that all vehicles meet SB88 and district compliance standards and will provide full fleet details immediately upon award if permitted.

A: It should be with the initial bid. The missing vehicle list will count against the overall score of the bid and is considered an incomplete packet, and will hurt the overall score.

Q: On page 8, under the heading “Commencement of Work,” please clarify whether a performance bond or any other type of bond is required as a condition of contract award or service initiation. If a bond is required, please specify the type and amount.

A: Per bid:

BID SECURITIES, PERFORMANCE BONDS, PAYMENT BONDS
No bonds are required for this contract. If any other bonds or guarantees are required by the District of the bidders or the successful bidders, those bonds or guarantees are so stated in the Specifications of these bid documents.

Q: Will the District provide aides when needed, or is that the contractor's responsibility?

A: The District will provide their own aids as needed.

Q: The total amount paid by Oak Grove School District to the incumbent transportation service provider for each of the past three fiscal years

A:

Vendor 1
24-25 $357,972
23-24 - $420,325
22-23 - $314,761

Vendor 2
24-25 $352,330
23-24 $251,790
22-23 $8,396

Vendor 3
24-25 $357,972
23-24 - $420,325
22-23 - $314,761

Q: The current number of vehicle aides utilized under the existing transportation program.

A: 4 (All provided by County Office of Education)

Q: Does the District allow a flat daily rate per route for billing, or is it limited to trip-based and mileage-based pricing only?

A: Trip-based and mileage-based as stated on the bid form.

Q: What are the expectations regarding standby vehicles and response time in the event of breakdowns or urgent route changes?

A: The Contractor shall have access to a sufficient number, capacity, and type of vehicles (cars, vans, minibus, etc.), to ensure meeting the District requirements for each day. Replacement vehicles must be provided within a reasonable period of time of the scheduled pick-up or drop-off time. The Contractor must have access to a sufficient number of back-up vehicles that can provide uninterrupted service in the event that vehicles are out of commission due to maintenance issues or vehicle breakdowns. **The vendor must notify the district immediately if there are any break downs or urgent route changes.**