



**Request for Proposal 26002
As Needed Student Transportation
Addendum 1
August 14, 2025**

QUESTIONS

1. Previous Contractor(s):
Has this service been performed under contract during the 2024–2025 school year? If so, could you please provide the name(s) of the vendor(s) involved and a copy of the most recent contract?

Answer: This is the first time we have issued an RFP for these services

2. Invoices for Reference:
If available, would the District be able to provide redacted invoices from May 2025 to help us understand historical volume and trip types?

Answer: None are available

3. Scope Expectations:
Does the District have an estimate of the anticipated size and scope of service for the upcoming year (e.g., average number of monthly trips, breakdown by trip type, or student groups served)?

Answer: No volume is currently known

4. Vehicle Needs:
Are there any preferred or expected quantities or types of vehicles the District anticipates requiring to meet the projected demand?

Answer: Coach vehicles for field trips, small buses, vans and smaller vehicles for individual transportation

5. Facility Availability:
Does TPS have any transportation-related facilities (e.g., parking, fueling, maintenance space) that may be made available for contractor use?

Answer: No, vendors are expected to maintain their own fleet facilities.

6. Assignment Process:

Will transportation requests be assigned to awarded vendors by TPS, or will vendors be required to bid on individual trips or routes after award?

Answer: Purchase orders will be issued for services to awarded vendors

7. Bell Schedules and School Calendar:

Will the District provide a school calendar and bell times for reference in planning potential service delivery?

Answer: Yes, the calendar and bell schedule are available on the District website.

8. Technology Integration:

Does TPS require integration between contractor GPS/tracking systems and any District platforms, or will contractors manage those systems independently?

Answer: Tulsa Public Schools does not currently require integration between contractor GPS/tracking systems and district platforms. Contractors are expected to independently manage their own GPS and tracking systems; however, vendors should be prepared to provide real-time or on-demand location data upon request, consistent with industry standards.

9. Volume and Service Demand

How many McKinney-Vento students currently require daily or regular transportation services?

Answer: Demand varies over the course of each academic year, and it has been increasing year over year. Over the course of 2024-25, TPS Transportation received 529 requests for McKinney-Vento transportation services.

10. Volume and Service Demand

How many students with disabilities or special needs (including wheelchair users, medically fragile students, or those requiring behavioral aides) are currently transported through contracted services?

Answer: This is the first time the district, in collaboration with the Special Education department, has issued an RFP specifically for these services. All transportation needs for students with disabilities or special needs have historically been met using district-operated resources.

11. Volume and Service Demand

Can you share any historical or estimated average trip volume for these populations on a daily, weekly, or monthly basis?

Answer: Yes, we can estimate these demand loads over any time period.

12. Trip Frequency and Scheduling

For McKinney-Vento and special needs students, will most trips be recurring and consistent, such as fixed pickup and drop-off locations maintained throughout the school year?

Answer: Duration of need and stability of locations varies from student to student. It is common for a student to need services for much less than a year. It is common for a student to relocate multiple times within an academic year.

13. Trip Frequency and Scheduling

Will these trips typically follow the school calendar with scheduled daily routes?

Answer: Yes, many recurring trips, particularly for special needs students, will follow the school calendar with daily service. However, McKinney-Vento trips may follow a more irregular pattern depending on student needs. As a stopgap provider, the vendor should anticipate a combination of scheduled daily routes and more dynamic assignments.

14. Trip Frequency and Scheduling

Will a recurring trip schedule for these students be provided at the start of the school year, or are new assignments likely to be introduced on a rolling/as-needed basis?

Answer: Many new requests for curb-to-curb transportation are received each school day.

15. Service Area and Distance Considerations

Are there any maximum distance limits for trips involving McKinney-Vento or special needs students under the flat-rate pricing model?

Answer: There are no predetermined maximum distance limits under the flat-rate pricing model. However, trips that extend significantly beyond the typical service area—particularly those outside city limits or beyond a reasonable commuting radius—may be subject to separate pricing, which should be clearly defined in the proposal.

16. Service Area and Distance Considerations

Are out-of-district trips (e.g., those beyond Tulsa city limits or a defined radius) for these populations expected, and if so, how are those priced or categorized?

Answer: Yes, out-of-district trips may be required for McKinney-Vento or special needs students, particularly in cases involving foster care or shelter placements. These trips can be priced separately from standard flat-rate services, with clear pricing tiers or mileage-based rates outlined in the proposal.

17. Service Area and Distance Considerations

Will any long-distance transports (e.g., to foster placements or shelter facilities) be considered part of the standard scope?

Answer: Long-distance transports are not considered part of the standard scope under the district's flat-rate model. Vendors should provide a separate pricing structure for extended trips, including travel outside Tulsa city limits or beyond a defined service radius.

The definition of "long distance" may vary depending on the student category being served (e.g., McKinney-Vento, foster care, special education), as guided by district policy and applicable Oklahoma statutes, such as 70 O.S. § 1-113. The district will provide directions on which student trips fall under this extended service category and when such transport is required.

18. Definitions for Pricing Purposes

For McKinney-Vento and special needs students:

Please confirm whether "in and out" refers to a round-trip (same-day pickup and return).

Answer: Yes, for McKinney-Vento and special needs students, "in and out" refers to round-trip transportation—a same-day pickup and return—unless TPS communicates a different arrangement at the time of assignment.

19. Definitions for Pricing Purposes

For McKinney-Vento and special needs students:

How is "recurring" defined—does this mean daily, weekly, or ongoing assignments beyond a single occurrence?

Answer: "Recurring" refers to transportation assignments that occur on a consistent basis beyond a single occurrence. This typically means daily service but may also include weekly or otherwise regular schedules, as communicated by TPS at the time of scheduling based on individual student needs.

20. Definitions for Pricing Purposes

Should providers expect recurring transports for these students to be pre-scheduled and maintained for extended periods, or are routes subject to frequent change?

Answer: Providers should expect that many recurring transports that will be pre-scheduled and maintained for extended periods. However, due to the nature of McKinney-Vento and special needs student placements, some routes may be subject to change with little notice. Flexibility and responsiveness are essential, and vendors should be prepared to adjust accordingly.

21. Vehicle and Staffing Requirements

How does TPS define a "small passenger vehicle" in the context of McKinney-Vento and special needs transportation?

Answer: TPS defines a "small passenger vehicle" as a standard sedan. In the context of McKinney-Vento and special needs transportation, this typically refers to a non-modified vehicle that can accommodate up to four passengers, excluding the driver.

For students with special needs, vehicle selection may vary based on the requirements outlined in the student's IEP or 504 Plan. While a standard sedan may be appropriate in many cases, TPS will

provide specific direction when specialized accommodations (e.g., wheelchair access, car seats, or aides) are required.

22. Vehicle and Staffing Requirements

Is there a specific seating capacity range (e.g., sedan, minivan, SUV) that qualifies under this category?

Answer: For TPS, a small passenger vehicle typically refers to a standard sedan with seating for up to 4 passengers, excluding the driver. Vehicles such as minivans and SUVs generally fall into separate categories based on their larger seating capacity.

Yes, TPS generally uses the following seating capacity ranges to define vehicle categories:

- Sedan: Seats up to 4 passengers (excluding the driver)
- Minivan: Seats 5 to 6 passengers (excluding the driver)
- SUV: Seats 5 to 7 passengers (excluding the driver)

These ranges help determine the appropriate vehicle type based on the transportation needs of students.

23. Vehicle and Staffing Requirements

For medically fragile or behaviorally supported students, will TPS assign aides or monitors, or is the contractor expected to provide support staff?

Answer: For medically fragile or behaviorally supported students, the contractor is expected to provide all necessary support staff, including aides or monitors. TPS does not assign district personnel to third-party transportation services. Any additional costs related to providing this support should be clearly outlined in the proposal.

24. Are the following requirements relevant for non-bus vehicle transportation?

7.2 Contractor Requirements

- Employ qualified drivers with background checks, drug testing, and appropriate licensing (CDL with school bus and/or passenger endorsements as required).
- Provide training to drivers on transporting students with special needs, emergency procedures, and customer service.
- Have a system for tracking and confirming pick-up/drop-off, in...

Answer: Yes

25. Will you accept a pricing model for small vehicle transportation that is a base rate + mileage and specialized equipment or are you looking for a flat rate?

Answer: While proposals including a base rate plus mileage and specialized equipment charges will be reviewed if clearly itemized, the District's preference is for a flat rate pricing model for small vehicle transportation services to ensure cost predictability and ease of administration.

26. Are you interested in a sedan/SUV model?

Answer: Yes, sedan and SUV models may be proposed for small vehicle services. The appropriate vehicle type should be based on the specific transportation need (e.g., one student vs. a family of four) while meeting all applicable safety, insurance, and district specifications outlined in the RFP.

27. 7.2 Contractor Requirements - Be equipped with properly functioning and certified wheelchair lifts, harnesses, securements, and restraint systems in compliance with ADA guidelines and FMVSS 222 and 209.

Will a wheelchair accessible ramp suffice for this requirement?

Answer: No, a wheelchair-accessible ramp alone will not suffice. Vehicles must be equipped with properly functioning and certified wheelchair lifts, harnesses, securements, and restraint systems in compliance with ADA guidelines and FMVSS 222 and 209

28. 7.2 Contractor Requirements - All home-to-school vehicles must be equipped with real-time GPS tracking, video surveillance cameras, and two-way radio communication systems.

Will mobile phones suffice for the radio requirement for small vehicle services?

Answer: No, mobile phones alone will not meet this requirement. All home-to-school vehicles must be equipped with a dedicated two-way radio communication system in addition to any mobile phones used.

Vendor Signature

Date:

Maranda Jessie

Purchasing Manager

Proposal responses must include a copy of this page, signed by the vendor, confirming receipt of same. We hope this information is helpful in developing your response and we appreciate your participation.
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