



BUSINESS SERVICES DIVISION
Purchasing Department
11321 Bullis Road, Lynwood, California 90262
Mr. Ricardo Harris, Director of Purchasing, Contracts & Warehouse

ADDENDUM NO. 003

Project Title: Transportation Student Auxiliary Extra-Curricular & Field Trip
Project Number: 18MOT26
Date: April 15, 2026

This Addendum forms a part of the Contract Documents and modifies the original Bid Document. All Addendums must be acknowledged in your Bid submission.

1	QUESTION	Can the District please confirm its annual transportation budget?
	RESPONSE	Auxiliary transportation - Approximate Range \$443 ,000 - \$600,000
2	QUESTION	Approximately how many trips does the District schedule each year? If possible, could this be broken out between school bus field trips and charter services?
	RESPONSE	Approximately 450 Trips total to include standard and charter buses.
3	QUESTION	Could the District provide a list of currently approved transportation vendors, specifically those authorized to provide charter bus services?
	RESPONSE	Field Trip & Auxiliary Student Activity Transportation budget approximately \$443,000
4	QUESTION	Will this RFP result in a single-award or multiple-award contract for charter bus services? If single award, would there be any penalties to the awarded bidder if they are unable to accept a trip?
	RESPONSE	Bidders may bid on Economy Bus Transportation 84 Passensger , Deluxe Passenger Motorcoach or both transportation categories.A single or multiple contract award will be made based on bid results.
5	QUESTION	Page 7; Pricing: With ongoing fluctuations in diesel fuel costs, could the District provide guidance on how bidders should incorporate fuel pricing into their proposals? Industry standard typically includes a base rate with a fuel escalator tied to market rates, which allows pricing to adjust fairly as fuel prices increase or decrease.
	RESPONSE	Bidders should incorporate fuel pricing into their proposals using the industry standard base rate with fuel escalator tied to the CPI Index for April of each year to allow for adjustment in fuel price increases or decreases. Bid documents state no fuel increases for the first contract year.
6	QUESTION	Page 20; Section 3: The contract start date is listed as 2/1/2025. Can the District confirm that this date will be updated in the final agreement upon award?
	RESPONSE	The contract estimated start date will be updated in the final agreement upon award. It is expected the contract wil be approved by our Board on 14 or 28 May and onboarding and vendor set-up completed in June and actual student transportation operations commencing 1



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		July 2026.
7	QUESTION	Page 22–23; Section 18: Could the District please clarify this section? It references a 10% charge per bus, while also noting \$100 per occurrence, not to exceed \$300. We respectfully request consideration of revising this structure so that, instead of District-assessed charges, the awarded contractor would provide service credits based on the severity of the issue.
	RESPONSE	The District will consider the awarded contractor's request to provide service credits based on the severity of the issue in lieu of District assessed penalty charges.
8	QUESTION	Page 24; Section 27: Similar to the above, we would request consideration of revising the language to allow for service credits based on severity, rather than District-assessed penalties.
	RESPONSE	The District will consider the awarded contractor's request to provide service credits based on the severity of the issue in lieu of District assessed penalty charges.
9	QUESTION	Page 27; Insurance: The insurance requirements appear to differ from those outlined in the Sample Agreement. Could the District please clarify the required coverage levels? Additionally, Professional Liability is not typically required for transportation services, as these are not considered professional services. We respectfully request that this requirement be removed.
	RESPONSE	"General Liability Commercial Insurance shall have a minimum combined single limit of Five Million Dollars (\$5,000,000.00) as well .Professional Liability Insurance is not required.Workmen's Compensation Insurance shall be maintained as required by law and that will protect the CONTRACTOR from claims that arise from its operation under awarded Agreement.
10	QUESTION	Sample Agreement – Section 2 (Term of Agreement): We request that renewal terms be structured as mutually agreed upon by both parties, rather than unilateral.
	RESPONSE	The District agrees the renewal terms will be structured as mutually agreed upon by both parties; rather than unilateral in the Sample Agreement - Section 2(Term of Agreement)
11	QUESTION	Bid Form; Pricing: The passenger capacity listed for motorcoaches appears to be 84 passengers; however, standard full-size motorcoaches typically range from 48–56 passengers. Could the District please review and confirm the intended capacity for Deluxe Motorcoaches?
	RESPONSE	District transportation for extra-curricular trips and field trips sometimes are conducted using motorcoach transportation for students when applicable.This may entail two standard motorcoaches or one extended motor coach. Please provide pricing to account for the capacity to transport a minimum of 84 students
12	QUESTION	Along those same lines, can the District confirm whether bidders are permitted to submit pricing for one or both pricing structures, or if both are required?



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	RESPONSE	Bidders may bid on Economy Bus Transportation 84 Passensger , Deluxe Passenger Motorcoach or both transportation categories.A single or multiple contract award will be made based on bid results.
13	QUESTION	If possible, can the District please provide responses to questions before April 13 so that bidders have adequate time to review responses and revise submissions before the April 17 deadline for physical submission?
	RESPONSE	Responses will be provided on April 16, 2026 as per Addendum 002.
14	QUESTION	Will the District allow bidders to submit their responses electronically via email?
	RESPONSE	Bidders need to submit any information in accordance with Bidder Instructions containing the Bid Documents.
15	QUESTION	Per the RFP, one original hard copy and 3 copies of the bid should be submitted in a sealed envelope. Will the District allow bidders to submit responses in three-ring binders?
	RESPONSE	The District will allow and accept original and 3 copies of Bid proposals that included three ring binders if so desired by the Bidder.
16	QUESTION	Per the RFP, "Exhibit 6-Sample Agreement (return w/bid)." Can the District please advise what needs to be completed and returned with the Sample Agreement? We bidders return a blank copy with any exceptions to the agreement?
	RESPONSE	The sample agreement is for informational only
17	QUESTION	Per the RFP, "Each deviation from the referenced brand(s) or the specifications must be stated in a letter, attached to the Bidder's proposal." Can bidders include deviations within a Cover Letter?
	RESPONSE	Yes, Bidders can include deviations with a Cover Letter included in the Bidder's proposal.
18	QUESTION	The contract estimated start date will be updated in the final agreement upon award. It is expected the contract will be approved by our Board on 14 or 28 May and onboarding and vendor set-up completed in June with actual student transportation operations commencing 1 July 2026.
	RESPONSE	Per the RFP, "The term of this base contract is from April 23, 2026 through June 30, 2027." However, the RFP also states that the contract award date is May 1, 2026. Can the District please confirm the contract start date and contract award date?
19	QUESTION	Per Bid Specification & Requirements Item #41, the District requires the minimum capacity bus must be 84-passengers. As school buses of this size are not readily available, would the District be interested in alternate capacity school buses?
	RESPONSE	Yes, the District would be interested in alternate capacity school buses.Bidding proposals however must include 84 passenger bus pricing table info to be considered.



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20	QUESTION	As last minute cancellations (i.e. within 24-hours) create an undue burden on the contractor due to opportunity costs and potential labor cost obligations, would the District be agreeable to alternate cancellation terms?
	RESPONSE	The District would be open to a cancellation time period of 48 hours notice to vendor vice 24 hours cancellation notice.
21	QUESTION	If a vendor is unable to confirm a trip at the time of request, will it be offered to another vendor without penalty?
	RESPONSE	Vendor and District can mutually work out a trip confirmation period that works best for both entities. This would be the prescribed course of action and looking at penalty charges secondary. This will be discussed with the winning applicable bidder.
22	QUESTION	To ensure a fair and equitable bidding process, could the District please provide current pricing for the services outlined in this RFP?
	RESPONSE	The District's current pricing for services outlined in the RFP will not be reflective of the total volume and type of services being requested for Bid for FY 26 -27. The District service volume and activities for the requested bidded services has increased approximately 33% during this fiscal year and is forecasted to increase approximately another 12% for FY 26- 27 year.
23	QUESTION	For full day service (defined as 10 hours and up to 100 miles), can we add an additional hourly rate for time exceeding 10 hours and a mileage fee for distances beyond 100 miles?
	RESPONSE	The District will consider adding an additional hourly rate for time exceeding 10 hours and a mileage fee for distances beyond 100 miles whereby time and mileage was exceeded due to District requests and not due to contractor driver performance and/or and planning issues.CONTRACTOR'S proposal for over-hour charges due to unforeseen circumstances (road conditions, weather, heavy traffic, etc.), theCONTRACTOR will submit a proposal with equitable cost-sharing benefit
24	QUESTION	How many non-full day service trips did the District run last year and this current school year that required economy school buses? How many for motorcoaches?
	RESPONSE	Approximately 383 Trips
25	QUESTION	How many full day service trips did the District run last year and this current school year that required economy school buses? How many for motorcoaches?
	RESPONSE	Approximately 430 Trips

END OF ADDENDUM 003