

TRACY UNIFIED SCHOOL DISTRICT

ADDENDUM NO.1

RFP: Special Education Student Transportation Services

RFP Number: 26-01

Date: May 20, 2026

Issued By: Tracy Unified School District, Purchasing Department

IMPORTANT NOTICE TO PROPOSERS

This Addendum No. 1 forms a part of the above-referenced RFP documents. All terms and conditions of the original RFP remain unchanged except as specifically modified herein. Proposers shall acknowledge receipt of this Addendum in their submitted proposal.

QUESTIONS AND RESPONSES

Q: Is the district currently working with sedan-based transportation providers?

A: Yes.

Q: If so, is the district willing to disclose its current sedan-based transportation provider?

A: The current sedan-based transportation provider is Pawar Transportation

Q: How many routes/vehicles are currently used to transport your students utilizing sedan-based alternative transportation, and what is the average number of students per vehicle?

A: Historically, the District has contracted for approximately four (4) to eight (8) sedan-based alternative transportation routes per school year. The average number of students transported per vehicle has typically ranged from one (1) to two (2) students. These figures are provided for informational purposes only and may vary based on student needs and service requirements.

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

A: Because these services are provided on an as-needed basis, the District is unable to accurately predict future student transportation needs, including the number of wheelchair-accessible vehicle (WAV) routes that may be required during the term of the contract. Proposers should be prepared to provide WAV services as needed to meet student requirements identified by the District.

Q: Is the district planning to award this contract to a single provider or multiple providers?

A: The district is planning to award this contract to a single provider.

Q: What is the current pricing structure (base rate, per-mile, minimums, additional fees such as wait time, aides, or specialized equipment)?

A: The District's current pricing structure includes a base rate for transportation services within a designated service radius, with additional per-mile charges applied for travel outside of that radius. Additional service-related fees may apply as necessary, including

but not limited to wait time and other applicable trip-related costs, depending on the specific transportation needs of the student and the services provided.

Pricing is determined based on the scope and requirements of individual transportation assignments and may vary accordingly.

Q: How many students require specialized transportation accommodations (e.g., wheelchair-accessible vehicles, door-to-door service, aides/monitors)?

A: Because these services are based on individual student needs, the District is unable to commit to an exact number of students requiring specialized transportation accommodations. However, the students transported under this contract have special needs and will require door-to-door transportation services. Additional accommodations, including wheelchair-accessible vehicles or aides/monitors, may be required depending on the specific needs identified by the District.

Q: Are wet signatures required on the bid forms and proposal submission, or only for the 3 copies of the contract agreement?

A: Wet signatures are required on the bid form and proposal and on the Agreement for Special Education Student Transportation Services.

Q: Regarding Exhibit A - Bid Form - The district requests 3–5 project references on page 6 of the bid form; however, the form only provides space for one reference. Should contractors submit multiple copies of the reference form (one per reference)? If so, are original signatures required on each copy, or will a single signature suffice?

A: Contractors can submit multiple copies of the reference form. A signature is only required on the first page.

Q: Can the district provide confirmation on what documents from the contract agreement need to be submitted with the proposal?

A: The required documents to be submitted with the proposal include the Bid Form and Proposal, Non-Collusion Declaration, Bidder Information Form, and Statement of Insurance Coverage.

a. Notice to Bidders document states the following on page 1:

All bids shall be on the form provided by the District. Each bid must conform and be responsive to the Instruction to Bidders and all pertinent contract documents.

b. Instructions to Bidders document states the following on page 3:

The Bidder to whom Contract is awarded shall execute and submit the following documents by 5:00 p.m. of the **FOURTEENTH (14th)** calendar day following the date of the Notice of Award. Failure to properly and timely submit these documents entitles the District to reject the bid as non-responsive.

- a. Agreement: To be executed by successful Bidder. Submit three (3) copies, each bearing an original signature.
- b. Insurance Certificates and Endorsements as required.
- c. Workers' Compensation Certification.
- d. Tuberculosis Clearance Certification.
- e. Criminal Background Investigation/Fingerprinting Certification.
- f. Drug-Free Workplace Certification.
- g. Driver Qualification Certification.

A: This will be required only if the bidder is awarded the contract.

- c. Attachment A - seems to be the only document not listed above. Can the district confirm that this is the only contract document needed before notice of award?

ATTACHMENT A
Contracting Party's Personnel

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

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Name/Company: _____

Name/Company: _____

Name/Company: _____

If further space is required for the list of personnel, attach additional copies of this page.

A: This is a portion of the agreement that will be executed between the district and the bidder who is awarded the contract. The agreement included with the bid documents is provided for review purposes and does not need to be completed or executed at the time of proposal submission. The selected proposer will be required to complete and execute the agreement upon award of the contract and prior to the commencement of services.

Q: Will the District require bidders to disclose all fees that may be invoiced to the District beyond the per-mile rates listed in the Bid Form, including but not limited to: base trip/route fees, minimum mileage or minimum charge per trip, fuel surcharges, after-hours or early-morning dispatch fees, cancellation or no-show fees, and equipment fees? If so, should these be submitted with the bid?

A: Yes, please disclose all fees that may be invoiced to the District.

Q: If a bidder is unable to provide Vehicle Aides, may the bidder mark the Vehicle Aides section of the Bid Form as N/A?

A: Yes

Q: The Agreement (Exhibit A, Section 5.2) states that vehicles shall be less than five (5) years old at the start of service and no older than eight (8) model years during the term. If a vehicle is older than eight model years but has passed the 19-point inspection required under SB 88 and holds a current satisfactory California Highway Patrol terminal rating, would the District consider approving the use of such vehicles on an exception basis?

A: Yes

Q: The Agreement (Section 5.14) requires GPS tracking on all vehicles. Would the District accept GPS tracking provided through a mobile application installed on a device carried in the vehicle, in lieu of a hardwired GPS unit, provided that real-time location data and historical route data are accessible to the District upon request?

A: Yes

Q: The Agreement (Section 5.10) requires all vehicles to be equipped with cameras with an interior view of all seated riders. Please confirm whether the District requires a cloud-based or real-time streaming camera system, or whether an onboard recording system is acceptable. Additionally, please confirm whether a 48-hour footage retention period would satisfy the District's requirements, or whether a longer retention period is required. The District does not require a cloud-based or real-time streaming camera system.

A: An onboard recording system is acceptable provided that the system captures an interior view of all seated riders as required by the Agreement. In addition, the District requires a minimum video footage retention period of thirty (30) days. A 48-hour retention period would not satisfy the District's requirements.

Q: The Agreement (Section 4.11) requires Contractor to provide a direct phone line and email capability to their dispatch/scheduling office for the District's use. Does the District place value on contractors who can demonstrate a local or regional presence with direct access to decision-making staff — as opposed to a centralized call center or 800-number routing system — when evaluating responsiveness and quality of service? If so, will the District include response time expectations or direct-contact requirements as part of the evaluation criteria?

A: The District values timely, reliable, and effective communication and expects contractors to provide direct access to dispatch and scheduling staff as required in Section 4.11 of the Agreement, including a dedicated phone line and email capability for District use.

While the District recognizes that contractors may utilize different operational models, including centralized dispatch systems, all proposers must demonstrate their ability to

meet the communication and responsiveness requirements outlined in the RFP and contract. Evaluation will be based on the proposer's demonstrated ability to provide timely communication, responsiveness to District needs, and overall service reliability, as reflected in the established evaluation criteria.

The District does not intend to establish additional evaluation criteria specific to geographic presence or require separate response time standards beyond those already included in the RFP and contract requirements.

Q: Would the District be interested in bids for cost-effective alternative transportation solutions using sedans and SUVs as a supplement when smaller vehicles (e.g. special education, IEP, McKinney Vento, and/or other small group and individual rides) can most efficiently meet transportation needs on an as-needed basis?

A: Yes

Q: In order to offer the most price-competitive and cost-effective solution, our pricing is not based on a traditional per-day or per-hour bus route model. Instead, pricing consists of a base fee plus a per-mile fee. May proposals reflect this pricing structure so that costs are evaluated appropriately?

A: Yes

Q: In order to assist proposers in offering competitive pricing, please provide the following, if available:

- Current and or previous contractor(s)
- Current contractor rates
- Sample invoice(s)

A: Because the current provider intends to submit a proposal in response to this RFP, the District will not disclose current contract pricing during the active procurement process in order to preserve the integrity of the competitive solicitation process. Proposers are expected to independently develop pricing based on the scope of services identified in the RFP

Q: Please provide historical and or estimated information for the following by vehicle type:

- Monthly ridership: 5 - 10 students
- Average number of riders per one-way trip :1 – 2 students
- Number of one-way trips per month – approximately 100
- Average mileage per one-way trip- 39 miles (one way)
- Total trip mileage per month -7,800 miles

A: The information provided below reflects historical usage patterns and is intended for planning purposes only, as transportation needs are based on student enrollment,

placement, and individualized requirements and may fluctuate throughout the contract term.

While the average one-way trip is approximately 39 miles, bidders should be aware that certain routes may extend up to approximately 75 miles one way, depending on student placement and destination. All routing is subject to change based on the District's evolving student transportation needs.

Q: What are the current and projected transportation budgets, the estimated annual contract value, and the historical spending?

A: The District's transportation services are provided on an as-needed basis and are dependent upon student enrollment, placement, and individualized transportation requirements. As a result, service levels and associated expenditures may vary from year to year.

For informational purposes only, the District's historical annual expenditures for these services have been approximately \$200,000 - \$300,000. The current year budget is based on prior-year utilization and is generally aligned with historical spending levels, but may fluctuate depending on student needs.

These figures are provided for reference and planning purposes only and do not represent a guarantee of minimum or maximum contract value, nor do they obligate the District to any specific level of service or expenditure under the resulting contract.

Q: Can the District share information about the evaluation methodology? If so, what is a part of your decision-making criteria? How will criteria like reputation/references be scored?

A: The committee will review submitted proposals to determine best value in accordance with the evaluation criteria set forth in the RFP, including, but not limited to, the following factors:

1.	Cost	30%
2.	Capacity and Resources (fleet, staffing, compliance systems)	20%
3.	Service Reliability and Responsiveness (on-time performance, contingency planning)	25%
4.	Safety, Compliance, Character, and Integrity (driver training compliance, drug/alcohol testing program, camera/ monitoring systems)	10%
5.	Past Performance on Student Transportation Contracts (On-time performance history, service complaints, district references)	15%

Q: Who is doing the routing and any updates to the routing? Does the school set the routes?

A: Tracy Unified School District will provide the pick up and drop off locations, bell schedules for the schools, as well as the number of students attending each facility. The contractor will be responsible for determining the most efficient routes.

Q: Are we expected to do bus evacuations the same month as the district, so all evacuation dates are in the same time frame?

A: No, as long as they are performed promptly within the school year.

Q: Can you give us an idea of the services rendered the last 3 years? The number of distinct routes, and the types of vehicles used to service those routes? The number of drivers used? (Ex: 4 drivers, 2 vans, 2 school buses with wheel chair lifts, etc.)

A: The District's sedan-based alternative transportation services are provided on an as-needed basis in response to student placement and individualized transportation needs, which may change throughout the school year. As such, service levels vary from year to year.

Over the past three (3) years, the District has typically contracted for approximately four (4) to eight (8) distinct sedan-based routes per school year. These routes are generally assigned to accommodate one (1) to two (2) students per vehicle, depending on individual student needs and scheduling requirements.

The types of vehicles utilized for these services are primarily sedan-based vehicles for individual or small group transportation. Wheelchair-accessible vehicles and other specialized accommodations are utilized when required, based on student-specific needs outlined in applicable transportation or health plans.

The number of drivers utilized is generally aligned with the number of active routes, with an approximate ratio of one (1) driver assigned per route. Driver assignments may be adjusted as needed based on changes in student needs, routing requirements, and service levels throughout the school year.

These figures are provided for informational purposes only and reflect typical historical usage; actual service levels, routes, and staffing needs vary annually based on student enrollment, placement changes, and District requirements.

Q: Can you give us the results of the last RFP in terms of the price of the winning bid or bids?

A: This is the first time going out to bid for these services. Because the current provider intends to submit a proposal in response to this RFP, the District will not disclose current contract pricing during the active procurement process in order to preserve the integrity of the competitive solicitation process. Proposers are expected to independently develop pricing based on the scope of services identified in the RFP.

Q: In the bid form, does the rate per mile start at the first pick up location? Or do we assume the first location is the school that is the destination, and the mileage calculation goes from the school, to pickup A, to pickup B, etc. and ends back at the school? Basically, just please let us know exactly where the miles start and end if you can.

A: The mileage rate begins at the first pickup location and concludes at the final drop-off location.

Q: Bid Item 6 states that "Bidders should not modify the Bid Form and Proposal or qualify their bid." Is the district willing to accept contract suggestions or exceptions as a part of bids?

A: Bidders shall not modify the District's Bid Form or Proposal documents. However, bidders may submit requested contract exceptions, clarifications, or suggested revisions in a separate document included with their proposal submission. The District reserves the right to accept or reject any requested exceptions or modifications and may determine whether any proposed exception is material to the proposal evaluation or contract award process.

Q: Is this strictly for bus transportation, or is the district open to have this serviced by alternative transportation vendors who are fully compliant with the requirements of SB88?

A: The district is open to having this serviced by alternative transportation vendors who are fully compliant with the requirements of SB88.

Q: Can the district provide additional route information for vendors to aide with driver recruitment? Bid information states some routes can be up to 75 miles/route. It would be extremely helpful to know which cities the student is being transported to/from.

A: The District provides the following route information for informational purposes to assist with vendor planning and driver recruitment. All routes are subject to change based on student needs and are provided on an as-needed basis.

Route 1: 1 student, Tracy to Berkeley

Route 2: 2 students, Tracy to Fremont (with 1 student requiring a different drop-off location on Mondays)

Route 3: 1 student, Tracy to Stockton

Route 4: 1 student, Tracy to Modesto

Route 5: 1 student, Tracy to Manteca

These examples are representative of current routing needs and demonstrate that routes may extend up to approximately 75 miles. Actual routes, destinations, and student assignments may vary throughout the term of the contract based on District needs and student placement changes.

Q: Is the district expecting drivers and/monitors to be equipped and trained in first aid and to handle epileptic medical needs? What is the full expectation of the district regarding medical situations like an epileptic episode?

A: Basic first aid training is expected for drivers and/or monitors assigned to provide student transportation services. In the event a student has an Individualized Health Plan (IHP) or similar medical plan requiring trained personnel or specialized medical support, the District will provide appropriately trained staff to meet those identified needs.

In medical situations such as an epileptic episode, Contractor staff are expected to follow basic first aid protocols, ensure student safety, and immediately contact emergency services and District personnel in accordance with established procedures and training, while District-provided trained staff manage any required medical interventions when applicable.

Q: How many instances of liquidated damages have been incurred in the past year? What was the total amount?

A: The District has not assessed any liquidated damages in the past year; therefore, there are no instances or associated amounts to report.