



**NAMPA SCHOOL
DISTRICT**

**Nampa School District No. 131
Student Transportation Request for Proposals March 2019
Addendum #1—Questions & Clarifications**

All questions must be submitted:

via email to bids@nsd131.org

or via mail to: Nampa School District
619 S. Canyon Street
Nampa, ID 83686
Attn: Scott Jacobsen

All inquiries and responses will be posted on this form in as expedient a time as possible. No response will be provided solely to any interested party, though the District reserves the right to engage in discussion with an inquiring party to seek clarification of the inquiry. District will not share or post information deemed to be non-public and proprietary to a particular potential proposal; judgements as to non-public and proprietary nature shall be at the District's discretion. Interested parties are encouraged to regularly check for updates to this Addendum, as notifications of updates may not necessarily be provided.

Re: MS Word file available?

3/15/2019

#1

Q: Is it possible to receive a copy of the Request for Proposals in Word format, to facilitate preparation and responses to be included in the proposal submission?

A: Yes, we will post an editable Word-formatted copy of the complete RFP document to the website. Additionally, we will post editable copies of the Respondent Questionnaire, Proposal Form, and Proposal Guarantee Calculation in Word, Excel, or pdf formats as appropriate for the particular document.

Re: Detailed route information

3/19/2019

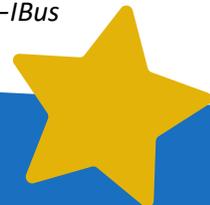
#2

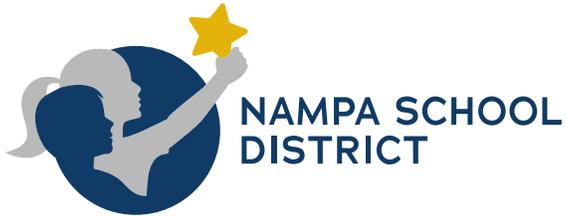
Q: Can you provide detailed route information that clearly identifies miles and time per route?

A: Details of current routes are posted to the District website as Supplemental Information. The District does not have access to the routing software utilized by the incumbent (the contractor, not the District, owns the software). The information available is what is available via the IBUS system utilized by the state. Ridership counts and odometer reports have been added to the District website as Supplemental Information (two Excel files, *Supplemental to NSD Student Transportation RFP—IBus*

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Routes 11-12 to 11-16 and Supplemental to NSD Student Transportation RFP—IBus Routes 1-28 to 2-1 and one pdf file, Supplemental to NSD Student Transportation RFP--2016-17 & 2017-18 Odometer Reports).

Re: Current buses in use **3/19/2019** **#3**

Q: Can you provide a list of buses currently utilized by the incumbent, including: type, capacity, wheel chair lifts, make, model, and year?

A: We have added Supplemental Information to the District website, in pdf format: *Supplemental to NSD Student Transportation RFP—Bus Fleet Age Report.*

Re: Load counts **3/19/2019** **#4**

Q: Can you provide load counts by route?

A: Please refer to the IBUS reports posted to the website per inquiry #2 above.

Re: Fiscal 2018 busing expenditures **3/19/2019** **#5**

Q: Can you provide the total amount paid to the incumbent by the District for transportation services from July 1, 2017 to June 30, 2018?

A: We have added a file to the District website as Supplemental Information, in pdf format: *Supplemental to NSD Student Transportation RFP—Payments to Incumbent 2017-18.*

Re: Detailed billings by month **3/19/2019** **#6**

Q: Can you provide detailed invoices/billings, including activity trips, for three months: May, July, and October of 2018?

A: We have added an Excel sheet to the District website as Supplemental Information: *Supplemental to NSD Student Transportation RFP—Payments to Incumbent 2018-19 Fiscal YTD.*

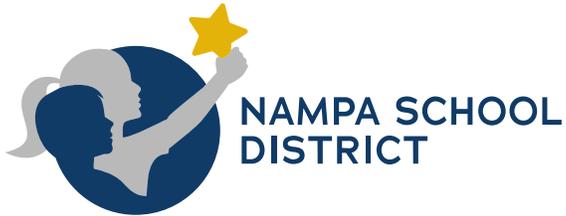
Re: Fiscal year transportation budgets **3/19/2019** **#7**

Q: Can you provide the District's student transportation budget for the 2018-19 and 2019-2020 school years?

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A: The fiscal 2018-19 regular student transportation budget is \$5,472,902; \$100,000 to secondary activities busing; \$350,000 from supplemental levy funds for New Horizons and secondary activities busing. Projections for fiscal 2019-20 have yet to be completed.

Re: Current contract

3/19/2019

#8

Q: Please provide a copy of the incumbent's contract, any addenda, pricing pages, and contractual updates.

A: A pdf copy of the current contract with Brown Bus Company has been added to the District website as Supplemental Information: *Supplemental to NSD Transportation RFP—Brown Bus Co Contract 2014-19*.

Re: Driver shortages

3/19/2019

#9

Q: Has the District experienced any driver shortages in the past two years? If so, to what extent?

A: The incumbent has been able to meet the obligations of the current contract. If shortages have occurred, it has been able to cover without disruption to routes. We are not aware of any shortages that have affected the operation of any regular route.

Re: Incumbent's driver compensation

3/19/2019

#10

Q: Please provide the incumbent's driver compensation, including: wage scale by years of service, drivers at each wage level, and benefits offered.

A: This information is not provided to the District and thus is not available from the District.

Re: Incumbent's on-time performance

3/19/2019

#11

Q: Please provide data regarding the incumbent's on-time performance.

A: This information is not provided to the District and thus is not available from the District.

Re: GPS reports

3/19/2019

#12

Q: Does the District utilize GPS reports? If so, what reports?

A: The District does not currently review GPS reports.

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Re: Alternate proposals

3/19/2019

#13

Q: Will the District consider alternate proposals?

A: The District will not consider alternate proposals as part of this process.

Re: Bus passenger capacities

3/19/2019

#14

Q: The RFP specifies buses with 77-passenger capacities as the standard for regular route buses. Will you consider greater and/or lesser capacity buses (specifically, 71-, 72-, and 84-passenger capacities)?

A: The District will consider capacities other than the stipulated 77. Where/when respondents intend to supply buses with alternative capacities, any and all such departure from the specification should be clearly noted and explained in the response packet.

Re: Reserve bus requirement

3/19/2019

#15

Q: Your RFP specifies a reserve bus quantity equivalent to 25% of buses required per route type. Will you consider lessening that requirement? If so, to what percentage?

A: In the interest of maintaining an adequate quantity of buses for all District transportation needs, we will not adjust this reserve requirement.

Re: Route deadhead time

4/5/2019

#16

Q: Can you provide the daily hours of each route without deadhead time?

A: We are unaware of what deadhead time is on any route, and are unable to provide this information.

Re: Route deadhead miles

4/5/2019

#17

Q: Can you provide the daily miles of each route without deadhead time?

A: We are unaware of what deadhead miles are on any route, and are unable to provide this information.





Re: Bid Form route counts

4/5/2019

#18

Q: Can you provide a number of routes to be bid, as would be inserted in the Bid Form column labeled Number of Routes?

A: The table below provides route counts for this column, as they currently exist. However, this route count is not necessarily what the District is requesting under the proposal. The nature of busing within the District is full turnkey—we contract with an outside entity to provide full, complete transportation services. The District does not own the buses or the support facilities, nor does it employ drivers or other transportation staff. The route counts provided here are reference only, and should not be construed as an exact expectation, reasonable estimate, or appropriate count of routes as they should exist for any particular upcoming contract year. The essence of this Request for Proposals is for qualified parties to provide full service transportation needs, not to adhere to a strict District-dictated transportation arrangement

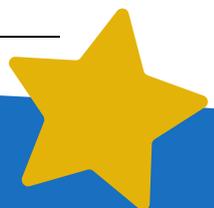
Description	Base - Mile / Base - Hour	Number of Routes	Rate per Day / Route	Excess Hours Rate	Excess Miles Rate	Rate per Hour	Rate per Mile
Regular--Elem/Second	80 / 4.0	70	\$	\$	\$	\$	\$
Regular--Elem or Second	40 / 2.0	0	\$	\$	\$	\$	\$
Teen Parent	65 / 3.0	0	\$	\$	\$	\$	\$
District-wide--W/Aide	65 / 3.0		\$	\$	\$	\$	\$
District-wide--Other	65 / 3.0	2	\$	\$	\$	\$	\$
Preschool	70 / 5.0	5	\$	\$	\$	\$	\$
Special Needs	80 / 4.0	14	\$	\$	\$	\$	\$
Lift Bus	80 / 4.0	14	\$	\$	\$	\$	\$
Field Trip	N/A	396*	\$	\$	\$	\$	\$
Activity Trip	N/A	1102*	\$	\$	\$	\$	\$
Shuttles	N/A	44**	\$	\$	\$	\$	\$
Additional Driver	N/A		\$	\$	\$	\$	\$
Student Safety Training	N/A		\$	\$	\$	\$	\$
Standby Buses	N/A		\$	\$	\$	\$	\$

Optional Add--Parent application for tracking bus, additional cost per route: \$ _____

Optional Add--Lap/shoulder 3-point style belt, additional cost per route: \$ _____

* FY 2017/18

** See billing spreadsheet for the breakdown of these routes





Re: Number of regular routes, special needs routes **4/5/2019** **#19**

Q: Can you provide the number of daily regular ed routes and the number of special needs routes?

A: This information is determinable from the provided billing spreadsheets; the requested fill-in of Column 3 of the Bid form has also been provided here, under Question #18.

Re: Number & type of buses, capacities, wheelchair lifts **4/5/2019** **#20**

Q: Can you provide a specific list of the number and type of buses required including capacity and if there is a wheelchair lift?

A: This information is not available; lift bus route numbers and students served have been provided.

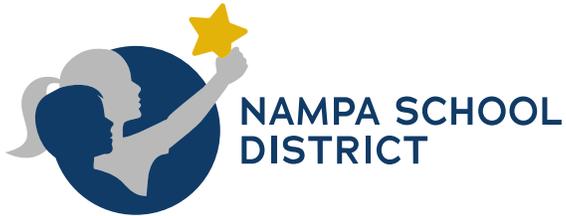
Re: Route information **4/5/2019** **#21**

Q: At the pre-bid during the discussion how contractors will need more information regarding the routes, you shared a spreadsheet which had the detail we needed. Both STA and myself acknowledged that information would be helpful.

The information currently posted seems to be missing the spreadsheet with greater depth of detail that was shown at the pre-bid meeting. Please provide this spreadsheet. Attached are the reports that have been listed on your website.

*District note—Two Excel spreadsheets were attached to the email message:
 Supplemental to NSD Student Transportation RFP—IBus Routes 11-12 to 11-16 (3).xlsx
 Supplemental to NSD Student Transportation RFP—IBus Routes 1-28 to 2-1.xlsx*





A: After examining the Supplemental items posted to the website, we realize that greater-detail sheet has not been provided thus far. We have added that file to the Supplemental Information.

Re: Half routes to full routes 4/12/2019 #22

Q: Please clarify if the 8 regular routes that are currently half routes are changing to full routes or not (per the table provided).

A: The current routes were established by the current contractor. These routes were not established to be special and may be eliminated or expanded based on current school needs. Most of the half routes appear to be for secondary schools. The District does not anticipate an overall decrease in secondary students in the 2019-2020 school year.

Re: SpEd route count 4/12/2019 #23

Q: We need a modification to the total SpEd routes. The provided table lists 14 such routes, but there has been only 9 in the past. Is that count of 14 actually a sum of routes and monitors?

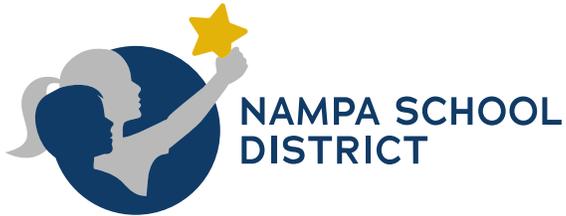
A: The current billing spreadsheet does have separate lines for aid costs on routes. The actual number of special ed routes without lift is 9 routes. Also please be aware the current preschool routes are considered special education routes and may/may not need lift support depending on the specific needs of the students attending.

Re: 21st Century routes 4/12/2019 #24

Q: 21st Century routes weren't listed in the pricing table. Are these continuing? Should they be considered as shuttle routes? Something else?

A: The 21st Century routes are entirely after school routes. These routes are only needed when the District is awarded the federal grants. The District anticipates the same routes necessary for fiscal year 2019-2020 but we are unsure of funding in future fiscal years.





Re: Number of monitors 4/12/2019 #25

Q: How many monitors should we provide? The billing file shows only 5 unless the monitor rate is included in the daily routes for SpEd/Lift routes.

A: All special needs buses and preschool routes contain an additional aide on the bus. The District anticipates maintaining the same coverage. This requirement is discussed in detail in sections i,j,k on page 28 of the RFP.

Re: Monitor rate—hourly or included 4/12/2019 #26

Q: Does the District want an hourly rate for monitors (no spot for this on the proposal form) or should they be included in the daily rates?

A: Please include the monitor costs in the daily rate.

Re: Safety training, Additional drivers 4/12/2019 #27

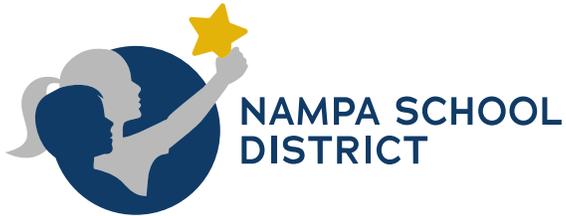
Q: Two categories included on the proposal form, but we are unsure how to bid them:

- Safety Training: Who is providing the material and how many classrooms will need training? Also, how long are your typical training sessions?
- Additional Drivers: What pricing is being requested? What purpose is the additional driver going to serve? Are these standby drivers or something else?

A – Safety Training: We are expecting the contractors to describe their ideal training environment for the students. Please provide documentation of the typical student training program your company performs.

A – Additional Drivers: The additional drivers are considered part of the contracted daily rate and are not separately billable. These drivers shall be available when a regular route driver is absent or when an activity bus is requested, and other drivers aren't available. Some of these positions may be covered by route supervisors.





Re: Page 13, Item 7 Bullying 4/12/2019 #28

Q: Can you provide requirements by the State of Idaho regarding bullying awareness, identification, and prevention?

A: The Idaho State Department of Education provides resources on bullying on their website:
<http://www.sde.idaho.gov/student-engagement/sdfs/>

Specific requirements can also be found on the Idaho Legislature website:
<https://legislature.idaho.gov/statutesrules/idstat/Title33/T33CH16/SECT33-1631/>

Re: Page 21, Contract Adjustments Item 1-CPI Adjustments 4/12/2019 #29

Q: The average annual increase in the CPI over the past five years has been approximately 1.5%; this does not necessarily cover ever-increasing costs of operations, particularly the cost of labor. Will the District consider adjustments to the cost adjustments model, such that proposal respondents can budget for anticipated cost increases over the life of the contract rather than having to build in a higher initial price in anticipation of too-low CPI increases?

As a suggestion, establish a minimum and maximum annual increase that would be in effect for contract years 2 through 5, using the current CPI calculation as a starting point. If the calculated CPI adjustment is less than the minimum, the established minimum would apply; if the calculated CPI adjustment exceeds the maximum, the increase would be limited to the established maximum. The minimum and maximum could be stipulated by the District, or left to respondents to offer in the proposal.

A: The District will not consider revisions to the CPI section of the RFP at this time.

Re: Page 21, Contract Adjustments 4/12/2019 #30

Q: As transportation costs tend not to decrease, Districts may experience pressure under the State of Idaho's funding CAP as they attempt to balance District transportation needs with the CAP. Will the District consider issuing an addendum stating that, should the District's transportation costs exceed the funding CAP, and at the District's discretion, the District and Contractor would negotiate changes that would reduce costs to the District?

A: The District agrees with this suggestion and will provide an additional addendum to the RFP.

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Re: Page 22, Item 4 Model currently in place

4/12/2019

#31

Q: Given the unpredictability of future needs regarding number of routes, would the District consider adding a line on the proposal form for cost sharing on decreases and increases in the number of regular routes?

As a suggestion, the respondent could provide a percentage that would be used in the event there was a decrease or increase in the number of routes; this percentage (or percentages) would be offered and applied to the regular route rate accordingly.

A: Although the District has seen a decrease in the past few years, we believe the District will eventually grow in the near future. As such, the District does not feel this necessary at this time.

Last updated: 4/15/2019

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