

**SPECIAL ADMINISTRATIVE BOARD OF THE TRANSITIONAL SCHOOL****DISTRICT OF THE CITY OF ST. LOUIS**

Purchasing Department  
801 North 11<sup>th</sup> Street  
Saint Louis, Missouri 63101

**RFP# 002-1617 Bus Transportation Services, Addendum 3, Q and A**

1. Is it the District's preference to have one transportation vendor or many? **Answer:** The District has no preference.
2. Why did the District choose to issue an RFP at this time? **Answer:** The District is being proactive as this is a large endeavor.
3. Please provide a summary over the last 3 years of the number of buses required to service this contract. **Answer:** FY 13/14 – 305, FY 14/15 – 285, FY 15/16 – 277.
4. The RFP states the District is looking for two pricing options; per day, and tier cost. Please specify why the District is looking for pricing for these two options. **Answer:** The District would like to evaluate pricing in various ways to determine which is more economical in meeting our needs.
5. What are your current payment terms? **Answer:** 30 days from receipt of invoices.
6. Why would you LD a vendor ½ the cost of the unit due to the failure of a DVD hard drive if this is something that is out of our control? **Answer:** We will work with you.
7. The RFP calls for a five year term. Would the District give any consideration to extend the period to 10 years based on the level of investment needed to secure buses to provide service for St. Louis Public Schools? **Answer:** Yes, the District would consider.
8. The current vendor uses Zonar GPS. Why are you switching to Edu Tracker? Are you requiring Zonar to be installed as well? **Answer:** We are not switching. We are adding Edu tracker to Zonar.

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9. Are you opposed to having tablets in each vehicle providing directions to the drivers for each route? Considering the need for manifest, can we eliminate the need for paper manifest by using the tablets discussed above? **Answer:** We will consider the use of tablets, but we do not see it favorable at this time.
10. When can a vendor expect student data to be finalized for routing for Summer school as well as the regular school year? **Answer:** For Summer School, downloads of student data are provided to the vendor six weeks before Summer School begins and from that point weekly updates are sent. For the regular school year, downloads of student data are provided from the end of April through the week before school starts.
11. Do you currently email notifications to the parents regarding route changes? **Answer:** We have two mailings to notify parents regarding routing.
12. Do you anticipate any major changes in bell times from what has been presented in the RFP documents? **Answer:** No.
13. When is the notification for a late bus required as you will deny access if it runs more than 10 minutes late? Is the ten minutes late to school or to individual stops? **Answer:** We require notification as soon as you know via phone, email or preferably text.
14. Do you anticipate making multiple awards? **Answer:** We are open to any proposal and we would work through this.
15. Does the current vendor provide identification badges for their employees? **Answer:** Yes.
16. Does the current vendor provide uniforms to their employees? **Answer:** Uniforms are not required.
17. Is there any other specific fleet requirement other than no older than 12 years, and an average 8 years? **Answer:** Vendor must keep the fleet at an average of 8 years.
18. Would you prefer diesel or gasoline buses? **Answer:** Diesel.
19. Can you explain your desire to flex significantly up with buses with no guarantee? What are your thoughts here? Is this year by year or can you make the request in September for two months then the contractor must right size the fleet upon request? **Answer:** This information would be provided to the contractor at the end of July.
20. How will you determine who is low bidder on the pricing for 1 tier, 2 tier, or 3 tier pricing as if you went with all 1 tier routes you will significantly increase your overall transportation cost? Also, a consideration is the significant driver shortage issue you may create by going to all one tier routes. In the end you each vendor will have to understand how you will judge overall pricing due to the change in volume one would have to consider? Has First Student provided you estimates on the number of buses for each scenario? IF so can you provide all the vendors as it is likely FS did what if scenarios for the District regarding number of routes per routing scheme. **Answer:** It is not the intent for St. Louis

Public Schools to change to a 1 tier system. In the FY15-16 school year, out of 277 routes, 74% were scheduled for 6 runs (6 runs = 3 tiers AM and 3 tiers PM); 20% were scheduled on 5 runs; 4% on 4 runs; 1% on 3 runs; and 1 route ran 1 run in the AM and 1 run in the PM. Please use these percentages when pricing by tiers.

21. I understand live time include time between each tier? Can we get a better understanding of the continuation of live time through any activities paired to a route/collection of runs? **Answer:** Definition of live time is included under “Definitions” in the RFP. Continuation of live time is the time from the last drop in the PM to the after school activity school. It is preferred that the continuation of live time is paired with a route/run to minimize the time.
22. When can a vendor expect student data to be finalized for routing for summer school as well as the regular school year? Do you enforce a hard shut down of student registration for transportation so that routing can be finalized prior to posting to the SLPS website? Timing will be important when considering posting routes to the school district website. **Answer:** See #10 above. No route changes will occur 1 week before school starts. The next route changes will be effective the Tuesday after Labor Day. From that point moving forward, route changes on regular service are once a month. Route changes on SpEd services are weekly. The only exception to any of the changes is due to an emergency.
23. Does the current contract provide access for parental notification for where is my bus? **Answer:** Beginning the second semester of FY16-17, it is the intent of St. Louis Public Schools to use the EduTracker parent notification for where is my bus.
24. Please provide copy of all AM, Mid, PM transportation routes. **Answer:** Sunshine Request.
25. Please provide summary of hours, route pairings, and miles for all transportation routes. **Answer:** Sunshine Request.
26. Please provide estimate regarding number of trips, hours, and miles for all field and athletic trips. **Answer:** Sunshine Request. Field trips are on an as needed basis. Each month the amount of field trips are different. Copies will be made available of the spreadsheet by month of the amount of field trips after the fulfillment of the Sunshine Request.
27. Please provide a copy of transportation budget for 2016-17 SY. **Answer:** Sunshine Request.
28. Are current transportation drivers in a Union? **Answer:** Yes.
29. Please provide a fleet list that you may have on the bus fleet provided by the current contractor. This is to include bus capacity, wheel chair tie-downs, air-conditioning, etc. **Answer:** Sunshine Request.

30. Can you provide a list of the route packages from the routing system by bus, their start and end times, and total time paid per driver and the miles per route? This would show the time driver would report to the garage leave the garage and return to the garage for each shift. Also can you please indicate which routes have bus aides? **Answer: Sunshine Request. Any wages that are paid to the driver is the responsibility of the contractor and cannot be provided by St. Louis Public Schools.**
31. Can you provide a list of routes for special education, broken out by how they are assigned to the buses. Including, AM, Midday, PM routes. Noting the number of students per route (AM, MD, PM) and any special equipment needed. Such as harnesses, car seats, wheelchair, para, nurse (assume district provided), etc. **Answer: Sunshine Request.**
32. Can you provide a list of shuttles and their times of day and bus number if possible? **Answer: Sunshine Request.**
33. Please provide a copy of the transportation line item budgets for the current year and the past two years. **Answer: Sunshine Request.**
34. Often times trips are not included in the transportation budget as they are passed along to the departments. Please confirm if the trips remain in the transportation budget or if they are passed along to the other departments. If they are in other departments:
- a. Please provide a copy of the athletic transportation line item budgets for the current year and the past year.
  - b. Please provide a copy of the field trips line item budgets for the current year and the past year.
- Answer: Sunshine Request.**
35. Please share everything that you may have regarding the trip volume. Helpful information could be that you provide a spreadsheet with a detailed summary of the number of field trips and athletic trips operated, the number of hours for each trip, the number of miles for each trip, if the trip conflicted with the route times, and the charge to the department using the service. Please provide for the 2015-16 and 2014-15 school years. **Answer: Sunshine Request.**
36. Can you please clarify the typical demand for trips that conflict with the AM and PM daily bus routes? As an example, there are typically a large volume of afterschool athletic trips that conflict with the PM routes that requires extra buses and drivers to operate. **Answer: Athletic trips are coordinated with the Contractor at the beginning of each school year. A separate budget is created for these trips. The**

approved vendor(s) will meet with Transportation and the Athletic Department before the beginning of the new school year to coordinate the various schedules.

**END OF ADDENDUM 3.**