

Questions, and requests for clarification:

1. The RFP indicates that the District will provide the proposer with an intent to award letter within 60 days of the proposal opening. Can the District provide an overview of the evaluation and award schedule anticipated by the District including estimated award date of the contract? **Contract Award date is scheduled to be at the January ACTION MEETING once approved to move forward by the school board of directors.**
2. Will you be sharing all questions and answers with all potential proposers? **Yes**
3. Can the District provide a brief overview of the evaluation criteria to be utilized by the District? Will a point system be used that might give weight to various components such as cost, experience, references, etc.? If so, can the District provide an overview of the scoring to be used? **Cost, References and overall proposal will be considered to award a vendor.**
4. The RFP contemplates the proposer submitting cost proposals based on the provision of 58 vehicles on a daily basis for “approximately”182 days with adjustments to be made if the actual days are more or less than 182. Will the District consider language for a guaranteed number of days with adjustments to be made if the number of days is extended? **District will pay only for days service is provided**
5. Do non-public schools follow the same schedule as the District? No, they follow separate schedules Are non-public schools routed on dedicated vehicles or integrated with District trips? **Most non-public vehicles are routed separately and not intertwined with public routes.**
6. INSURANCE: Is the requested coverage the same as currently being provided? Can the District provide copies of current contractor insurance certificates? **Available Upon Request**
7. Does the current Contractor have a full complement of drivers to service the current requirements of the District? **No**
8. SECTION V FUEL indicates that propane fueling is done at District sites. In the event that the initial Contractor fleet is a mix of diesel and propane, does the District have diesel or gasoline tanks that could be utilized for fueling? **Logistically the District would prefer contractor to have their own fueling site for diesel fuel. Propane vehicles currently fuel on site at current location. Gasoline is paid at the pump.**
9. The District will “install a video and audio recording system”, does this include the cost and installation logistics? **Yes**
10. Are current Contractor buses equipped with GPS? **Yes**
11. Are current Contractor buses equipped with tablets? **Yes**
12. The specifications indicate that the District will purchase RFID scanners and Tablets along with coordinating installation. Is the Contractor responsible for any installation costs? **No**
13. Is the Contractor responsible for replacement costs of scanners and tablets? **No**

14. PUPIL SUPERVISION -Does the current contractor use incident management software? Is software required? **No**
15. How many monitors are currently employed and assigned to routes? **(1) one**
16. Article 7.1 INCIDENT REPORTING. Please provide an overview of the incident reporting system, if any, utilized by the current Contractor. **Driver reports to contractor, contractor reports to school and District transportation office, school building administration handles disciplinary action.**
17. Is the contractor required to provide monitors for any Regular Education routes? **No**
If so, can the District provide an overview of the number of monitors needed and the current wage rates and hours? Depending on response to this question, should a monitor rate be included in the pricing sheet. **Only for (1) one run that requires a monitor that is in a van. Pricing can include pricing for van and monitor**
18. If van or special education routes are to be awarded, should monitor rates be included in the alternate pricing? **Yes**
19. Question number 3 in the FAQ's indicates routes are 5 hours per day. Is this a guarantee? Do the District routes have a daily or weekly guarantee? **Guaranteed hours by contractor to employees. District owned routes do not have a daily guarantee.**
20. **RFP page 2, Table of Contents.** Please provide a copy of Schedule A District Vehicles & Equipment, Schedule C Proposed Bus Runs, and the Attachment for Routes and Numbers? **Available Upon Request**
21. **RFP Page 6, Instructions for Proposal Submission #21.** Will there be any additional terms included in the contract awarded pursuant to the RFP, other than the included General Conditions? If so, can the District provide the additional terms or template contract? This will allow quicker review and negotiation of the contract following award. **In most recent 2019-2024 First Student Contract Available Upon Request**
22. **RFP Page 6, Award #24.** Please provide the evaluation criteria and weighted percentages for this RFP. **Cost, References provided, Overall proposal package that meets District's needs.**
23. **RFP page 10, Introduction.** When is the first day of school for the 2024-25 School Year? **Calendar not released yet.**
24. **RFP page 10, Introduction.** Please provide a copy of the current contract in place for these services and rates paid to the current vendor. **Contract Available Upon Request and Current rate for bus is \$366.77/day**
25. **RFP page 10, Introduction.** Does the District contract with First Student? If so, will you please provide a copy of the current contract with First Student? **Contract Available Upon Request**

26. **RFP page 10, Introduction.** Please provide a breakdown of the current 58-vehicle fleet. What are the size and type of vehicles the District is seeking? **In First Student fleet spreadsheet, as well as First Student Route Mileage/Time Spreadsheet Available Upon Request**
27. **RFP page 10, Introduction.** Please confirm all 58 routes are for general education students. **Yes, 33 routes are for non-public schools. 25 are for public schools.**
28. **RFP page 10, Introduction.** Is the District currently facing any driver shortages or service issues? **District has 82 of its own routes with extra substitute Drivers to help supplement contractor Driver shortage. Current contractor does have a shortage of Drivers currently.**
29. **RFP page 10, Introduction.** What is the address for the NPSD Bus Garage? **1340 S Valley Forge Rd, Lansdale, PA 19446**
30. **RFP pages 11-12, Scope of Services.** Are bus monitors required on certain routes? If so, please specify which routes (i.e. Mid-Day Shuttle, Athletics, Field Trip)? Please advise the number of routes and the number of monitors required per route. Does the District pay for bus monitors? **There is (1) one van that has a bus monitor. That is it.**
31. **RFP pages 11-12, Scope of Services.** Are there specific buses assigned exclusively for After-School Activities and Mid-Day runs? If so, please specify the vehicle type and size. **Not currently.**
32. **RFP pages 11-12, Scope of Services.** For the four (4) buses for the high school for after school activity runs and two (2) at each of the three middle schools. Are these additional buses to the 58 requested by the district? Or can the 58 route buses be used for these activities? **These routes are currently serviced by the District owned buses and are separate from regular bus runs, but any of the 58 buses can be used to service this if needed.**
33. **RFP pages 11-12 Scope of Service.** The RFP states "*Although not a requirement, the district would prefer that all vehicles would be propane powered by the year 2025-2026. Contractors can provide pricing for a fleet that would be propane and a fleet that would be non-propane.*" and "*The district would expect 100% of contracted buses to be propane powered by the start of the 2025-2026 school year.*" Does the district expect or simply prefer propane by 2025-2026? Please clarify. **District school board prefers that the fleet is propane powered, there is pricing available for propane and non-propane fleets.**
34. **RFP Page 20. Special Needs Students.** RFP requires training for drivers to transport students with special needs. However, in the Frequently Asked Questions, #4, it states that "NPSD has no special needs runs with our contractor currently." Please advise, does this contract include providing transportation for students with special needs? If so, please provide information regarding the equipment necessary to accommodate students and the number and type of vehicles and routes required to support students with special needs. **There is (1) one van that provides transportation for students with special needs.**

35. **RFP page 22. Vehicles Provided.** The RFP states, “*The contractor is to provide no less than 10% spare buses and 10% spare vans as backup for breakdowns, preventative maintenance, and accident damaged vehicles.*” Are these vans a part of the 58 vehicles? If so, how many of the 58 vehicles are buses and how many are minivans? **(1) one van is part of the fleet, 57 bus routes.**
36. **RFP page 23 Video & Audio Box Monitor.** Will the District supply and Install the Bus Cameras at their cost? Or is the vendor expected to install the cameras on its buses? **Yes, camera system will be Bus Patrol which is zero cost.**
37. **RFP page 27-28 -Schedule D -** How many hours should we build into the daily rate? Will the District consider a 6-Hour Daily rate? May we submit more than one option? If so, may we submit multiple copies of Schedule D? **Current route spreadsheet (Available Upon Request) shows the amount of hours on each route. Contractor may supply pricing as they deem necessary for the routes currently serviced by the contractor.**
38. **RFP page 27 -Schedule D -** Please confirm that we may propose buses anywhere from 72 to 84 passengers. (Propane is not manufactured in the 84-capacity bus type). **Propane is manufactured in 83 passenger capacity, which majority of District owned propane buses are. Current contractor operates with 77 passenger propane buses.**
39. **RFP page 27 -Schedule D -** Please confirm that we may propose buses anywhere from 24 to 48 passengers. **Yes**
40. **RFP page 27 -Schedule D -** Please provide the breakdown of 72-84 passenger, 24-48 passenger and 9 passenger vans that make up the compositions of 58 vehicles needed to service the contract. **See First Student fleet spreadsheet Available Upon Request**
41. **Frequently Asked Questions, #5,** Is the existing staff consisting of “*One Manager, One Assistant Manager, Two Dispatchers, One Safety Manager*” deemed adequate by the District? Or does the District require additional staff? **Yes, current staffing is adequate.**
42. **Frequently Asked Questions, #13,** Of the 682,920 miles accumulated in SY22-23, how many miles were for After-School Activity and mid-Day runs? **0 miles.**
43. Can you provide a list of the attendees for the virtual pre-bid meeting? **Meeting link will be posted on website before meeting.**
44. Are you satisfied with the current contractor(s) performance regarding their contracts? **Yes**
45. Has the current contractor (s) been able to maintain sufficient driver staffing? **Inconsistently**
46. During the contract period has the district negotiated adjustments to existing contracts and/or district driver compensation to address increases in wages or other labor increases to compete with market forces. If so can you provide a briefing as to what adjustments were made. **Yes, contract was amended for fully propane contracted fleet in June 2022.**

47. Does the district contract with other alternative student transportation providers such as sedan or mini-van transportation providers? What is the status of their contract terms? Are you seeking these providers now or in future? Yes, currently utilized for homeless transportation needs. They will continue to be utilized for these services as they are on a as needed basis.
48. Page 11, item 2. Notes contractor to provide facility. Can you please clarify the location of the contractor facility that operates the contracted routes? 3435 Trewigtown Road, Colmar, PA
- a. Does the school district or local municipality, etc. Own or are party to any properties that may be suitable for the contracted school bus operations, that they could lease or make available to operate the service, if so can you provide details? District is currently trying to acquire land for its own transportation facility and would like to have a facility large enough to house a contractor if needed.
49. Page 12, item 9 and page 19 Supervision. Can you please clarify the operations staff provided by the current contractor. Do they only provide one dedicated person to coordinate the services or are there other dedicated staff members? Are there other non-dedicated members? Page 12, item 10 notes office supervisor or dispatcher. Is the current contractor staffing coverage meeting your expectations? Office Manager, Assistant Manager, 2 Dispatchers, Safety Manager, 4 Mechanics,
50. Page 12, item 12. Notes buses should not be used for charter or other trips not for district if district fuel is used? Can the contractor utilize the buses if they provide tracking of mileage and fuel used for outside services and contractor confirms replacing the fuel and/or reimbursing the district for fuel used for non-district services? Would be too much to manage in my opinion ensuring they are tracking the true amount of miles used, fuel being used and providing accurate state report information.
51. Page 13, Term, second paragraph. Is the district providing a minimum of 182 paid days (or a actual planned student calendar days) for service regardless of school closure such as a pandemic, to assure compensation for drivers and availability of staff? Payment will be provided based on amount of days service is actually provided.
52. Page 14, Insurance required Limits. Can the \$5M personal and advertising injury coverage be satisfied through Commercial General Liability plan and/or additional umbrella coverage? I would imagine as long as it is comparable to District's requirements.
53. Page 23, regarding Fuel. Will the district provide bulk fuel deliveries to contractor facilities or is the contractor required to fuel at district facility? Propane buses are filled at district site. District can provide fuel as needed for contractor's needs.
54. Page 23, regarding district supplied Bus Patrol cameras. Can you confirm the district will be responsible for all costs related to the systems including installation, repairs, and any recurring fees? Does the district provide maintenance support for the Bus Patrol cameras or is the contractor expected to provide this support for its fleet? District is responsible for everything regarding Bus Patrol

55. Page 23, regarding two-way radios. Are you expecting the contractor to provide radios to communicate with district dispatchers on your frequency? Does the contractor provide dispatching to their drivers on separate frequency or are the contractor drivers dispatched by district through district channel? **Current contractor does not have radio contact with District staff, they are on a separate frequency.**
- If you are expecting the radios to connect to district frequency and/or if the district has additional frequencies available for the contractor to utilize can you please provide details of the frequency and model of radios used. Also if the district utilizes a local radio vendor to coordinate these services can you please share contact info.
56. Page 23-24, regarding GPS. Can you clarify. Is the district providing the GPS Cal/Amp system and paying for the recurring connection fees or are these to be obtained and paid by contractor? **District will provide GPS system and necessary equipment.**
- This notes all contracted buses are to be equipped with RFID scanners in addition to tablets. With the district being responsible for the tablets and scanners and coordinating installation, we wanted to check if all parts including the GPS transponder is being provided by the district. **Yes**
 - Does the GPS interface with the district routing software? **Yes**
57. Page 24 regarding bus routes and stops and Schedule C. Can you please clarify what routing system the district utilizes. Does the district give contractor read only access to view and search along with ability to print route sheets? **Transfinder. Contractor will have read only access to be able to print route sheets as needed.**
- The Schedule C notes routes will be made available in a separate document. **In First Student Route Time/Mileage spreadsheet Available Upon Request**
 - Given the district creates the routes, can you please provide the turn by turn directions including stop locations and times for the current contracted routes? **Yes, we have this.**
 - Non-incumbent contractors will need the routing info with stop locations to formulate hypothetical labor time and time miles anticipated in order to forecast operating cost **Provided in First Student Route Time/Mileage Spreadsheet Available Upon Request**
58. Page 25, second paragraph. Does the district allow the drivers to bring children to ride along? **No, routes are at near max capacity and room is needed**
59. Page 25-26 regarding school cancellations. Can you clarify the number of instruction and attendance days for the regular school year? **180 days for public schools.**
- How many student instruction and attendance days do you schedule per year? Do you include days that could be cancelled? **Makeup days are included in calendar. Flexible instruction days will be determined by the Superintendent.** Is there a minimum number of days you expect to operate and would need to make up days at end of year to meet? **Expected to operate a minimum 180 days.**
60. Page 27, schedule D. Is the daily rate per vehicle based on a set number of live route hours with option to assess over hours fees for additional time? **All buses are paid the same daily rate, no matter the size currently. Contractor formulated their price based on their needs. District chooses based on best price, references, and overall proposal package.**

61. Page 27, schedule D has pricing for other sized vehicles and midday and pricing contractor is utilized to perform services in specialized buses or passenger vans. Can you confirm if the contractor is expected to provide these services. **Not currently, this is only for pricing. District provides these services with its own drivers.**
62. Page 28, schedule D. Requests info about location and mileage of contractor facility from district. To confirm the district would allow facility to be within five miles of district boundary as earlier noted on page 12 item 2. **Yes**
63. Page 29, item 5. Can you please clarify which of these contractor staff are dedicated to the district? **Current contractor utilizes all staff for both contracts it services for their needs**
64. Page 29, item 8. Indicates a possibility of middays and trips can you please clarify your typical practice. And if you can provide specifics on volume if applicable for daily routes or estimate of trips and trip hours. **This is just for pricing on a as needed basis. District operates all middays and trips currently.**

Information Request:

65. Please provide a scan of any and all contracts or agreements pertaining for any contracted transportation services currently in effect and future time periods, including all exhibits, attachments, appendices, addendums, amendments or modifications thereto for all current contractors. **Requires a Right to Know Request directed to OpenRecords@npenn.org**
66. Please provide a scan of the transportation invoices for any and all contracted transportation services including all line item billing details and backup spreadsheets noting volumes. Please provide invoices from May 2023 and September 2023. **Requires a Right to Know Request directed to OpenRecords@npenn.org**
67. If the district utilizes contracted service in the summer, can you please provide a scan of the summer school transportation invoices for any and all contracted transportation services including all line item billing details and backup spreadsheets. Please provide invoices from June 2023, July 2023, and August 2023. If applicable, can you also provide a briefing as to the typical summer work contracted including number of routes, days, etc. **(1) one van is needed for current contractor in summer. No other summer work is provided.**
68. Can you please provide the current listing of vehicles provided by the current contractor(s). Please include the vehicle age, seating capacity, configuration of wheelchair buses (seated and wheelchair capacity), if they require air-conditioning and if any are non-yellow buses or cars, age, etc. **In First Student Fleet spreadsheet Available Upon Request**
69. Please provide the worksheets used to calculate the state transportation claim and reimbursement information for the past school year, including mileage, etc. Please include PDE-2576 Summary of Pupil Transportation Subsidy and related documents including: PDE-1049, PDE-2521, PDE-2518, PDE-2519, etc. **Requires a Right to Know Request directed to OpenRecords@npenn.org**

70. Please provide a copy of the labor agreement, any amendments, or memorandums of understanding for current contractor(s) employees and any district employees performing transportation services that are unionized. Please include any amendment letters, memorandums of understanding, or modifications thereto.
- a. If district transportation employees not part of labor agreement, can you please provide a wage scale, summary of benefits offering, etc., paid days off, minimum paid hours. District employees are paid from \$26.45-\$31/hour based on experience for permanent employee's PT or FT. FT employees are entitled to benefits, retirement, sick and personal time.