

Questions for RFP #251-25-69 – EC TRANSPORTATION

Reference	Vendor Question	Answers
	Would you kindly confirm if this is an entirely new effort or is there an incumbent currently providing these services? If an incumbent is currently providing these services, can you share the contract details?	We currently have four (4) current vendors that have contracted with WCPSS to provide special transportation services for the term of July 1, 2024 – June 30, 2029. All vendors will operate under the new term of a 5-year contract.
	Can you provide a copy of the previous year's bid tabulation?	https://drive.google.com/file/d/1mn6u745lzR5eW0Im1z25PkltMMD2tNs4/view?usp=sharing .
Addendum #1	We received the in-person location of the pre-bid meeting, however, is there a link for vendors to attend virtually and is this meeting mandatory?	The pre-bid meeting was not mandatory and was in-person only. No virtual meeting.
	Would you please provide an approximate timeline for the RFP release?	We hope to make a decision, internally within the Transportation department, by 4/25/24 with the hope that we will be able to take contracts to the Board of Education for consideration of approval at one of the May 2024 Board meeting dates.
	Will there be a Bid evaluation scale?	Proposal Evaluation information can be found on pages 3 & 4 of the bid document. The review committee will use a scoring rubric and each vendor will be scored accordingly.
	Are vendors required to attend the bid opening?	Vendors are not required to attend bid openings but are welcome to attend.
	What are the hours?	See Attachment: E, Page 24, Section B (3), in the General Terms & Conditions.
	The bid is based on day – will there be an additional fee for out of county?	See Attachment: E, Page 21, Section (3) in the General Terms & Conditions.
	Is there a limit on insurance?	See Attachment: E, Page 26 & 27, Section 14.
	What will be the contract value for this opportunity?	This is dependent on bid proposals (proposed rates, vehicle offerings, etc.).
	What is WCPSS paying now?	Breakdown as follows: Other Vehicles – from \$273.52 to \$318.54. Non-Lift Buses – \$355.68. Lift Buses – from \$402.96 to \$408.58.

	Would you please provide set-aside?	If this question pertains to funding, then the answer is no.
	Is there a minimum number of vehicles available?	We are looking to secure at least 60 vehicles through the RFP process. A minimum number of vehicles is not required in order to be awarded a contract.
General question - No specific reference	Does the vendor have the option to use more than one vehicle to perform a single route? For example, one vehicle might perform an AM home to school run, whereas another vehicle would serve the PM portion of the same home to school run.	Yes. WCPSS assigns vendor vehicles to routes. The vendor may substitute an "approved" vehicle for the vehicle assigned to a route. A formal vehicle substitution must be made in the GPS system.
Section 1 - Background - Pg. 5	Will the District allow us to submit a partial bid for only the "Other Vehicles" service?	Yes. You may bid on one (1) or all vehicle types.
	Does the District intend to award the "Other Vehicles" to one or multiple providers?	This is dependent on bid responses. However, we are able to award to multiple vendors.
Section 2 - Part B.1 & B.3 - "List of all vehicles" - Pg. 7 & 8	Will the District allow us to submit a full list of vehicles after notification of award and prior to starting the service?	Yes. However, if vehicles are not available to be shared at the time of bid submission, a written explanation of a vendor's plan to acquire vehicles that it may need to meet contract requirements is acceptable.
	Are sedan vehicles acceptable to the District under the "other vehicles" category?	These vehicles are not acceptable as they cannot transport six passengers + driver.
	The District has specified the capacity of "other vehicles" to be 6 passengers plus the driver. Would vehicles with capacity of "up to" 6 passengers plus the driver be acceptable?	No.
Attachment A: Proposal Form Fleet Size & Pricing Sheet - Pg. 11	Can we add to the pricing form a per hour rate to be applied on the additional hours when a vehicle service exceeds eight and a half hours in a single day?	No.
	Is the district open to reviewing alternative pricing structures, in addition to the per day rate?	No.
General T's & C's - Monthly Inspection - Pg. 19	Is the monthly inspection requirement for all vehicle types, including apply to "Other Vehicles"	Yes. The only exception is with WCPSS approval.

	Is 175,000 the max mileage for “Other” vehicles?	See Attachment E, Page 18, Paragraph (b).
Section B. Basic Services - 9. Camera Equipment - Pg. 15	Would the District kindly confirm that the requirement to equip the “other vehicles” with 2 cameras is mandatory?	Yes, it is mandatory.
Section B. Basic Services - 9. Camera Equipment - Pg. 15	Would the district allow us to price the use of cameras independent of our proposed rate? We understand that cameras are not always required for certain types of rides and/or vehicle types	No.
	How many cameras are required for buses with lift?	See Attachment E: Page 25-section B (9) – Lift buses shall have a minimum of three (3) cameras.
Attachment A: Proposal Form Fleet Size & Pricing Sheet - Pg. 11	Can you provide an estimate of the volume of rides that will require wheelchair accessible vehicles?	We currently utilize approximately 45-50 lift bus vehicles.
	For a bus with a lift – the max mileage on the vehicle is 200,000?	Yes, that is correct.
	How will we receive the route information?	Routing Department will send route sheet.
	Do you require any specific software?	GPS and cameras are required – WCPSS supplies GPS – vendor supplies cameras – video footage must be available to WCPSS staff
	Is the vendor required to provide the safety seat (pg. 28)? Is it required to be brand specific.	Vendor is to provide the safety seat; however, it does not need to be brand specific.
	Do we provide Safety Monitors?	Safety monitors will be WCPSS staff members and are provided by WCPSS.
	What are the procedures for drop off when there is no adult present – age limit – does monitor get out?	Not all vans will have a safety monitor. Driver will call parent or responsible guardian– if parent or responsible guardian is not there, driver will take the student back to school, regardless of age.
	Is there a parent app?	Parents use Here Comes the Bus – Drivers can give cell number to parents.
	ADA classes required?	Training is required, and the vendor owners are responsible for training their drivers on items related to transporting students with special needs. Additional information is provided in Section (II) (B) (18) on page 28 of document.

	What are the qualifications for the Drivers – Physicals and Drug Tests?	See Attachment E: Page 31, Section C – Physical Examination and Drug And Alcohol Testing is required. WCPSS will provide the form to be filled out by a medical doctor.
	Is there vendor training?	<p>Before the start of the school year, there will be training by WCPSS to review all of the processes and procedures that we have in place. We provide information about (but not limited to) the following:</p> <ol style="list-style-type: none"> 1. Review the process for vehicle accidents. 2. Provide Links to NHTSA websites for information regarding passenger laws regarding seat belts, car seats etc. 3. Provide examples of appropriate child restraint systems. 4. Review procedures for transporting students in wheelchairs. 5. Review procedures for hand-to-hand transfers. 6. Review driver application process. 7. Review driver training requirements and forms. 8. Review worklist procedures to ensure compliance with Individual Education Plan (IEP) accommodations. 9. Review the safety concerns we received that need improvement. 10. Review processes for drug and alcohol testing. 11. Review Monthly reports and what is required with each vendor. 12. Review process for monthly driver and vehicle lists. 13. Review process for monthly inspections. 14. Review process for annual inspections. 15. Time for questions and concerns.
	Does the Driver need to have a passenger endorsement on their license?	Driver does not need a passenger endorsement on their license. They do need to have a clean driving record and valid license.

	Do you require vendor to be registered with Secretary of State?	It is much easier if it up to date – vendor can provide letter from their attorney for reasons not registered.
RFP Schedule	The amount of time between the District providing responses to questions (4/8/2024 by EOD) does not give a sufficient amount of time to respond in light of the amount of time bidders will need to ship a proposal for the due date (4/11/2024). Would the District extend the deadline for proposals to April 16, 2024?	No, the deadline of 4/11/24 will provide prospective vendors with three (3) business days to formulate and submit their proposals. This deadline is in place to ensure that internal stakeholders have ample amount of time to review all proposals, make contract offers to selected vendors, and be able to submit signed contracts to the Wake County Board of Education for their approval of the contract(s) in May 2024.
	Will the District allow for a business model where the vehicles are not directly owned by a bidder or a subcontractor?	No, please see requirements in Section (II) (F) on page 33 of document.
	Will the District consider a daily not-to-exceed limit for Liquidated Damages?	No.
	As related to Vendor Fleet & Vehicle Requirements item (d) Other Restrictions – what sort of items would fall under (vii) “Any other reasonable rules or restrictions”?	Any other reasonable rules or restrictions necessary for safe transport of students assigned.
	As related to the monthly vehicle inspections – is this something that the District has in mind for all bidders, or those just bidding on bus services?	All bidders. The monthly vehicle inspections that are specified in this bid document only relate to special transportation services.
	Regarding the GPS system to be installed in vehicles – will this be a requirement for small capacity vehicles (alternate transportation) that may not be directly owned by a bidder or a service provider? We are able to provide GPS tracking through our mandatory Driver app.	Yes.