

April 5, 2017

## **ADDENDUM # 2**

### **PUPIL TRANSPORTATION SERVICES CSP**

The following questions were submitted and the District responses are in **red**:

1. On what date does Crowley ISD (CISD) intend to award the contract? **May 11, 2017**
2. How many school days per year does CISD operate? **171**
3. Copy of the current contract with Durham School Services (DSS). **See attached.**
4. Copies of the two most recent months of invoices from DSS. Please include all detail pages  
**The District feels that the information provided in the RFP and within this list of questions provides enough information for a vendor to prepare a response.**
5. Summary of each individual regular education, special education, mid-day and shuttle routes to include miles and time. Miles should begin and end at the transportation facility or other location where bus is parked. Please state whether or not pre and post trip inspection time are included in total route time. **Pre and post trip included**
  - **89 Regular Ed routes at 5.15 hours average, 60 miles daily average**
  - **36 Sped routes with monitors at 5.75 hours average, 70 miles daily average**
  - **15 mid-day at 2.15 hour average, 20 miles daily average**
  - **54 shuttles at 2 hour average, 35 miles daily average**
6. On page 16 of the RFP, the chart is based on four (4) hours. Where do we enter an excess hourly charge?  
**Please add a column to the chart next to "Yearly Rate" titled "Excess Hourly Rate" and include the hourly rate charge for any route(s) that exceed four (4) hours.**
7. Information on the items below will lower the rates for home-to-school transportation. For each of the past three years, please indicate the following:
  - a. How many regular education routes and the number of days operated for summer school and extended year? **Average 23 at 16 days**
  - b. How many special education routes and the number of days operated for summer school and extended? **Average 5 at 20 days**
  - c. The number of monitors utilized **5**

- d. The total labor hours and cost paid for white fleet maintenance  
Currently average 1200 annually
- e. The total cost of white fleet parts. Average of \$10k
- 8. Is the EDULOG routing software license owned by CISD or DSS? Durham
- 9. Will the routing be performed by CISD or the contractor? Contractor
- 10. Listing of the current bus fleet to include:
  - 1. Year- See Attached
  - 2. Seating Capacity- See Attached
  - 3. Fuel type (gas, diesel, etc.). Diesel
  - 4. Air conditioned (yes, no)- Yes
  - 5. Wheel chair equipped (yes, no)- See Attached
- 11. Listing of all white fleet to be maintained by the contractor. NO
- 12. With respect to the transportation facility:
  - a. Does the district own any shop equipment and/or any office equipment that will be available for contractor use? If yes, please provide a listing of the equipment. NO
  - b. Describe on-site fuel storage capabilities. Will CISD accept proposals for an alternate fuel source (e.g. propane or GNG)? NO
  - c. Please provide an annual estimate of cost, if available for: Estimate total for all utilities is \$1022
- 13. For current force of drivers and monitors, please provide the following for each driver and monitor:
  - a. Starting hourly pay- \$11.28 (but will be adjusting to meet current market average)
  - b. Average hourly pay- Average pay is proprietary
  - c. Maximum hourly pay- \$19.90
  - d. Average hours worked per day- varies due to extra work
  - e. Benefits plans provided- N/A
- 14. For extracurricular trips, please provide:
  - a. Total annual miles- 79,500
  - b. Total number of trips- 2,644
  - c. Average miles per trip- 30
  - d. Average hours per trip- 5
  - e. Do any CISD employees such as coaches drive buses on trips? Coaches drive 70% of trips. If yes:

- i. Are they paid by CISD or the contractor? **Not paid**
  - ii. Provide details of the current payment agreement. **NA**
- 15. Copy of the current collective bargaining agreement, if drivers and/or monitors are unionized.  
**N/A**
- 16. What is the desired percentage spare factor for:
  - a. Buses? **25% spares and fieldtrips**
  - b. Drivers? **10%**
  - c. Are the requested six (6) charter buses and drivers included for the above? **NO**
- 17. Page two (2) of the RFP states that four (4) of the 21 district owned buses will be phased out in 2017. Item Q on page 13 of the RFP states that "the contractor will utilize the 21 district-owned buses." Does CISD really mean that the contractor will utilize only 17 district-owned buses? **Correction to the total number of district owned buses. The district owns 17 buses and on January 1, 2018, four (4) buses that have reached the twelve year age limit will be removed from the fleet leaving 13 district owned buses.**
- 18. Provide items "d." through "i." referenced on page six (6), item A-1 and page 13, item "P" of the RFP.  
**Items "d." through "f." are already included in the RFP on pages 20-23.**  
**Item "g." is available on our website.**  
**Item "h." is provided per the responses to these questions and within the body of the RFP.**  
**Item "i." is a document the District is requesting for the proposing vendor to supply as part of their response.**
- 19. As referenced on page 10 of the RFP:
  - a. What is the initial cost per ID card? **\$5**
  - b. What is the initial cost per key? **\$5 (access key card)**
- 20. Provide the Proposal Form Tabulation referenced on page 18 of the RFP.  
**The Proposal Forms are pages 16-17 of the RFP.**