

## ADDENDUM NO. 1

November 21, 2019

RE: **Bid #019.20.B3, Student Transportation**

FROM: **Purchasing Office  
Howard County Public Schools  
10910 Clarksville Pike, Ellicott City, MD 21042  
(410) 313-6723 (410) 313-6789 fax**

TO: **APPROVED PROSPECTIVE BIDDERS**

---

This addendum forms a part of the Contract Documents and modifies the Original Bidding Documents as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Price Sheet/Form of Proposal. Failure to do so may subject the Bidder to disqualification. This Addendum consists of three (3) pages.

### **PRE-BID MEETING NOTES:** Held November 18, 2019 at 10:00 AM

- 1) There are 27 regular education routes and 10 special education routes up for bid. The bid is due on December 3, 2019 at 10:00 am. Bid opening will take place in the Challenger Portable.
- 2) Contractors were reminded to be in "Good Standing" with the State of Maryland Tax Office.
- 3) The bid opening is on December 3<sup>rd</sup>. We plan to issue Intent to Award letters before the winter break so that contractors can evaluate the routes that they may or may not want to turn in by January 2<sup>nd</sup>.
- 4) Bid document updates: Page 10, Buses/Vehicle Qualifications, number 13 has been added. Requirements on Special Ed buses: red locking bag, evacuation blanket and seat belt cutter. Also on page 10, item 17, video camera requirements will continue however, be advised that an RFP has been issued for a camera system to include a stop arm camera. If a vendor is selected, then the contractor may not have to purchase the camera system for a new bus. It would be supplied by the new vendor.

### **REVIEWED CHANGES IN THE BID DOCUMENT.**

- 1) Please see attached revised Attachment 2 – Routes to be Bid.
- 2) Section II, Terms and Conditions, item H. Price Adjustment – replace "Baltimore/Washington area" with "All Urban Consumers (CPI-U) – Middle Atlantic, Transportation".

### **QUESTIONS & ANSWERS:**

- 1) On Attachment #2 route R1353 is in zone 5/6 but on the price sheet it is in zone 3/6, and R1354 goes from zone 3/6 to zone 2/6 on the price sheet. Also, S1386 is designated as a Homewood route on the attachment but the price sheet does not. R1371 is listed as zone 2/6 and should be zone 6.  
*Response: Please see the attached revised/corrected Attachment #2.  
Also, Route S1386 is a Homewood trip - 4/6 S1386\*\*. Please change the price sheet for Route S1386 to be S1386\*\*.*
- 2) Are you still requiring 70 passenger buses? *Response: Yes*
- 3) Will you evaluate base and extended rates for the award? *Response: Yes.*
- 4) Do you have special provisions for students that are displaced?  
*Response: Yes, per the bid specifications on page 7, Basis for Award, item # 13:*
  1. The time and mileage minimums and rates bid do not apply to extra routes that may be assigned including, but not limited to mid-day, work study/enclave, homeless and evening school/weekend trips and summer school routes. For Summer School routes, the minimum time and mileage will be 40 miles and 3.5 hours daily. Mid-day routes during the school year will be guaranteed 1.5 hours. Extended rates will be applied for all time and mileage beyond the stated minimums.
  2. *In addition, efficiencies and costs associated are evaluated.*
- 5) What makes the Transportation Office add a 2<sup>nd</sup> attendant on the bus?  
*Response: Behavior issues, IEP requirements, decision by transportation staff. Pre-K students may be riding on general education buses.*
- 6) Is there a COLA included in the bid?  
*Response: It will dependent on funding. The CPI reference is changed as noted above.*

**END OF ADDENDUM**

ATTACHMENT 2

BID #019.20.B3

ROUTES TO BE BID  
SCHOOL YEAR 2020-2021  
PAGE 1 of 2

**ROUTES TO BE BID:**

**Time & Mileage Estimates for  
Calculation Purposes Only**

Route	R1350	Zone(s)	2/6	60 miles	5:00 hours
Route	R1351	Zone(s)	3	80 miles	5:25 hours
Route	R1352	Zone(s)	4/6	55 miles	5:00 hours
Route	R1353	Zone(s)	3/6	55 miles	5:00 hours
Route	R1354	Zone(s)	2/6	70 miles	5:45 hours
Route	R1355	Zone(s)	1	65 miles	5:00 hours
Route	R1356	Zone(s)	4/6	70 miles	5:20 hours
Route	R1357	Zone(s)	4/6	60 miles	5:10 hours
Route	R1358	Zone(s)	4/6	55 miles	5:00 hours
Route	R1359	Zone(s)	3/6	65 miles	5:45 hours
Route	R1360	Zone(s)	4/6	55 miles	5:00 hours
Route	R1361	Zone(s)	4/6	55 miles	5:00 hours
Route	R1362	Zone(s)	3/6	55 miles	5:00 hours
Route	R1363	Zone(s)	2/6	55 miles	5:00 hours
Route	R1364	Zone(s)	6	55 miles	5:00 hours
Route	R1365	Zone(s)	4/6	60 miles	5:00 hours
Route	R1366	Zone(s)	2/6	80 miles	5:00 hours
Route	R1367	Zone(s)	6	55 miles	5:00 hours
Route	R1368	Zone(s)	1/2	70 miles	5:00 hours
Route	R1369	Zone(s)	2/4/6	60 miles	5:00 hours
Route	R1370	Zone(s)	2/6	55 miles	5:00 hours
Route	R1371	Zone(s)	6	55 miles	5:00 hours
Route	R1372+	Zone(s)	2/6	55 miles	5:00 hours
Route	R1373+	Zone(s)	1/2	55 miles	5:00 hours
Route	R1374+	Zone(s)	4/6	55 miles	5:00 hours
Route	R1375+	Zone(s)	3/5/6	55 miles	5:00 hours
Route	R1376+	Zone(s)	6	55 miles	5:00 hours
Route	S1377*	Zone(s)	2/3	70 miles	5:00 hours
Route	S1378*	Zone(s)	5/6	70 miles	5:00 hours
Route	S1379*	Zone(s)	3/6	55 miles	5:00 hours

R-Denotes a Regular Route

S-Denotes a Special Needs Route

+Denotes a Growth Route which is dependent on budget approval.

\*Denotes Non-Public Special Needs Route.

\*\*Denotes In-County Special Needs Route tentatively scheduled to be assigned a Homewood School trip. The Homewood School dismisses at 1:10 p.m. every Wednesday throughout the school year. No additional reimbursement will be made to accommodate the early dismissal for any Homewood School trip assigned to **any** route awarded under this bid during the contract period.

\*\*\*Denotes In-County Special Needs Route tentatively scheduled to be assigned a Cedar Lane trip.

**Actual payment for all routes will be based on the established minimum of 55 miles and 5.0 hours plus any additional time and mileage as recorded on required time and mileage reports. All special education routes will be paid not less than 1-1/2 hours for any noontime trips that may be assigned at the beginning of the school year or anytime throughout the school year.**

**ROUTES TO BE BID:**

**Time & Mileage Estimates for  
 Calculation Purposes Only**

Route	S1380*	Zone(s)	3/5	55 miles	5:00 hours
Route	S1381***	Zone(s)	2/6	55 miles	5:00 hours
Route	S1382	Zone(s)	1/2	65 miles	5:30 hours
Route	S1383	Zone(s)	2/3	60 miles	5:00 hours
Route	S1384**	Zone(s)	4/6	55 miles	5:00 hours
Route	S1385	Zone(s)	4/6	55 miles	5:00 hours
Route	S1386**	Zone(s)	4/6	55 miles	5:00 hours

R-Denotes a Regular Route

S-Denotes a Special Needs Route

+Denotes a Growth Route which is dependent on budget approval.

\*Denotes Non-Public Special Needs Route.

\*\*Denotes In-County Special Needs Route tentatively scheduled to be assigned a Homewood School trip. The Homewood School dismisses at 1:10 p.m. every Wednesday throughout the school year. No additional reimbursement will be made to accommodate the early dismissal for any Homewood School trip assigned to **any** route awarded under this bid during the contract period.

\*\*\*Denotes In-County Special Needs Route tentatively scheduled to be assigned a Cedar Lane trip.

**Actual payment for all routes will be based on the established minimum of 55 miles and 5.0 hours plus any additional time and mileage as recorded on required time and mileage reports. All special education routes will be paid not less than 1-1/2 hours for any noontime trips that may be assigned at the beginning of the school year or anytime throughout the school year.**