



March 30, 2021

Addendum #1

FOR IMMEDIATE ATTENTION

TO: **ALL OFFERORS**

RE: **RFP #007-0-2021GS – Route Planning Services, Transportation**

1. Responses to Offerors questions are as follows:
 1. What is the desired timeline in regards to the following?
 - a. RFP presentations – **Evaluations starting on or about April 20th, 2021**
 - b. Contract award - **Targeting first week in May, 2021**
 - c. Implementation of new routing software program - **Estimated timeframe January to April 2022**
 2. Will the school district consider allowing vendors to submit their RFP packets electronically in an effort to be more “eco-friendly”?
- **No. Not Acceptable.**
 3. What is your preferred payment frequency to the awarded vendor during the term of this contract? Common options include monthly, quarterly, bi-annual, or annual.
- **Preferred payment frequency is annually.**
 4. How many users will require “write” or “admin” access to transportation planning data?
- **Four to five (4-5) Admin users will require “write” or “admin” access.**
 5. How many users will require “write” or “admin” access to map data?
- **Two (2) users will require “write” or “admin” access to map data.**
 6. Will NNPS require the selected vendor to maintain updated maps for the 12 jurisdictions listed under section A throughout the full contract term of this RFP?
- **NNPS will not require the selected vendor to maintain updated maps for the 12 jurisdictions listed under section A throughout the full contract term of this RFP.**

7. Under section F, will NNPS consider a parent app from vendors submitting responses to this RFP? If you will consider a parent app please provide minimum requirements.
- **Not at this time. NNPS currently has parent app that works well for the district. You may choose to brief your parent app to give NNPS an idea of your capabilities.**
8. You list CalAmp/Synovia as current technology. Can you please provide a listing of current products your district quires from CalAmp/Synovia? Please list any additional products your district is considering procuring from Cal/Amp Synovia during the contract period for this RFP.
- **Current products - Route, bus, run, student data from routing software**
- **Considering Procuring - Student Ridership**
9. Are the solutions proposed required to be web-based?
- **Prefer vendor to Host data.**
10. What is the internal decision-making timeline and process?
- **We are looking to award the contract by the beginning of May. We would meet with the selected contractor and develop a timeline that is beneficial to both parties.**
11. What is the desired date for taking delivery of the software and starting training?
- **We would like to have delivery of the software, approx. June 2021.**
12. What is the desired date for full implementation of the routing solution? What is the desired date for full implementation of the add-on products?
- **The desired date of full implementation of the routing solution is approx. January to April 2022. Depending on the add-on products will determine when they will become fully implemented.**
13. How many district staff members will be assigned to implementing the primary routing and planning software?
- **Three (3) district staff members will be assigned to implementing the primary routing and planning software.**
14. How many staff members will need training and access to the routing and/or boundary planning software for editing purposes vs. read-only access?
- **Three (3) staff members will need training and access to the routing and/or boundary planning software for editing purposes vs. read-only access.**
15. How many Regular Needs bus routes operate in the home to school transportation? Route definition, one trip with an empty bus at the first bus stop and ends after all students has been dropped off at their school.
- **280 routes (buses) 1100 runs/tiers.**
16. How many Regular Needs bus routes operate in the pm for school to home transportation? Route definition, one trip with a full bus at the school and ends after all students has been dropped off at their home/stop locations.
- **280 routes (buses) Half of the 1100.**

17. Using the Route definitions above, how many Special Needs bus routes operate on a daily basis, to school ____ from school _____?
- **78 routes (buses) – 350 runs.**
18. Would you consider onsite training for staff via an online forum, per health and safety regulations?
- **We would consider onsite training for staff via online forum, but we also have proper space to conduct training in person.**
19. When is the anticipated date of award for the RFP?
- **Targeting first week in May, 2021.**
20. In how many separate locations will staff be located during training? - Staff will be located in three separate locations if training is conducted online.
- **If in-person, training conducted in one location.**
21. How many transportation personnel will be trained as users in the routing software? Full access _____ and read-only _____
- **Full Access 4-5 and read only about 30.**
22. How many people will need training on the planning portion of the application?
- **3 people will need training on the planning portion of the application.**
23. Does the software need to account for loading/unloading students somewhere other than their assigned school (i.e. transfers or shuttles)?
- **Yes, shuttles and childcare sites.**
24. Does the software need to account for students who are assigned to a school that is different from the normal enrollment boundaries?
- **Yes, Magnet, TAG, ESL and special needs programs.**
25. Does the software need to preserve geocoded addresses so the import from the Student Information System (SIS) does not overwrite corrections made by routers?
- **Prefer to have ESRI parcel based addressing, otherwise user will make geocoding modifications as needed.**
26. How many users will need to be trained to use the Automatic Vehicle Location (AVL) software?
- **Approximately 40.**
27. Based on the following definition of a run, how many runs does the district operate?
- **Approximately 1400 runs.**

“A run is defined as when a bus begins empty, picks up students, and then drops them off, leaving the bus empty. A single bus would typically have multiple runs throughout the day.” Example: In the morning, Bus 100 has 1 high school run, 1 middle school run, and 1 elementary school run. In the afternoon, Bus 100 has 1 high school run, 1 middle school run, and 1 elementary school run. Bus 100 has a total of 6 runs.

28. To have enough time to thoughtfully and thoroughly incorporate NNPS's answers to these questions into our proposal, we respectfully request that the due date is extended by two weeks.
- No, due to budgetary constraints we would like to have presentations done shortly after the submittal deadline and the contract awarded in early May.
29. We understand the contractor will be required to work with NNPS's existing Synovia/CalAmp GPS hardware and software. Is the District interested in responses wherein respondents propose leveraging their own GPS software and hardware? Having a holistic system for which one vendor is responsible eliminates the costs and risks of integration and consolidates accountability under one vendor.
- We are quite invested in Synovia/CalAmp with regards to GPS and Time and Attendance. We are not looking to change.
30. Would the District consider allowing vendors to use their own GPS hardware and software if it were shown to be cost-neutral for the District?
- Not an option, the current setup integrates time keeping with multiple departments in NNPS.
31. Can the District please share with potential offerors their expected annual budget or a range the District anticipates they will spend on this procurement? Providing offerors with a clear estimate of the budget will benefit the public by allowing for the most competitive procurement process, as Offerors will compete to provide the greatest value for NNPS's money.
- Expected annual budget to support this program will be no more than \$65K. This does not include the year 1 implementation cost.
32. Can the District please state the number of buses NNPS uses for its pupil transportation?
- 340 school buses.
33. Does NNPS employ contractors to operate their pupil transportation or are all operations done in house by NNPS?
- All NNPS pupil transportation operations are done in house.
34. Given the current reliance on remote work due to the Covid-19 pandemic, will the District accept digital signatures using a third-party signature software such as DocuSign?
- YES.
35. Considering business closures and shipping delays caused by the Covid-19 pandemic, will the District accept proposal submissions via email?
- NO, Offerors are to follow the instructions in the RFP.

36. On page 6 of the RFP, the District requests proposer's software have the "ability to track sex offenders and generate danger zones based on those locations." Are there particular local or national databases the District has found to be particularly effective at tracking offenders?
- **"Google" the Virginia state police sex offender registry.**
37. Can the District please share its current telematics software?
- **Synovia/CalAmp GPS.**
38. Does the District's current telematics vendor record sensor events such as speeding, idling, and open doors?
- **Yes.**
39. On Page 8 of the RFP, the District states that the "routing software will have capability to log and track incoming service delivery functions based on criteria used in the school district. Examples: i. Parent - for home and alternate site transportation, ii. School department - specialized transportation such as McKinney Vento, Special Needs, After school, etc, and iii. General public - questions or concerns." Can the District define "logging and tracking delivery functions"? How does the District envision proposer's software logging and tracking general public questions and concerns?
- **Integrated form tracking with historical access functions.**
40. Is the District interested in routing solutions that can incorporate real-time information (traffic information, late-coming student absences, etc.) into its routing decisions? We have found that this capability drives efficiency gains for the system and generally reduces vehicle miles traveled.
- **We would be interested in hearing/seeing this as part of the presentation.**
41. Is the District open to solutions that propose an integrated fleet of vehicles for special and general education? Or does the District envision a service in which different pupil populations are served by disparate fleets? Through an integrated fleet, all Special Education students would still receive the attention they need; further, specific, customized parameters (such as max ride duration, etc) could be set for the Special Education population. However, integration of pupil transportation systems would allow for greater operational efficiency and an improved passenger experience overall.
- **We currently integrate runs with SPED and Reg Ed drivers.**
42. Would the District be interested in a mobile application for students? Such a mobile application could provide students with critical transportation-related information. For example, a student app could show real-time school bus locations and ensure that every student boards the correct bus. Capabilities such as these would reduce or eliminate operational confusion and headaches.
- **Synovia/CalAmp already has the feature that we have in house (Here Comes the Bus).**

43. Would the District be interested in a mobile application for bus drivers? This app would eliminate the needs for paper manifests and allow routes to adjust to late-coming information such as traffic, newly discovered road closures, student absences, etc. In this model, drivers would still receive comprehensive directions (audio and visual) and would have a list of which students are set to board at each stop.
- No, we already push routing data through MDT with CalAmp/Synovia.
44. Does the District currently own and / or utilize any equipment, such as tablets, for its pupil transportation services? If so, would the District be open leveraging its existing tablets for this service? Leveraging existing hardware can potentially reduce upfront hardware costs and streamline implementation.
- Buses are already equipped with MDTs (tablets).
45. Can the District please state their current pupil transportation software provider?
- EDULOG.
46. Can the District state their overall goals for the solicited technology? What is the District trying to achieve with this procurement?
- We would like to upgrade to a more current routing system that meets our daily operational requirements. Our district is rather complex when it comes to pupil transportation (Magnet programs, shuttles, after school activities, etc.) so we are looking for a contractor that can meet current and future requirements.
47. What is the anticipated launch date for NNPS's school bus transportation software?
-We would like to launch approx. January - April 2022, but will remain flexible as the process of the project progresses.
48. On Page 6 of the RFP, the District requests proposer's software have the "ability to store and manage generic zones to be used for segregation within the system." Can the District elaborate on this requirement? What are generic zones? What is the purpose of the segregation?
- Ability to have on the fly zones created for specific programs as needed.
49. On Page 9 of the RFP, the District requests that "financial invoicing for specific transportation can be calculated and submitted from within the routing software." Would the District be open to solutions that facilitate invoicing via email? **- Yes.**
50. On Page 9 of the RFP, the District requests that "financial invoicing for specific transportation can be calculated and submitted from within the routing software." Can the District elaborate on the phrase "specific transportation"? By "specific transportation", does NNPS mean field trips and other bespoke types of routes?
- Yes. Other regular home to school pupil transportation.
51. On Page 7 of the RFP, the District requests that proposer's software have the "option to exclude sensor events such as speeding, vehicle idling, and door open." Can the District elaborate on this requirement? By exclusion, does the District mean the ability to ignore during routing?
- The ability to filter incoming data from CalAmp/Synovia by exclusion or inclusion.

2. All other provisions of the RFP shall remain unchanged. This provision shall become part of the RFP package, and the Offeror shall acknowledge receipt of the Addendum by signing in the space provided below and returning it with the Offer.

Signature: _____
(Offeror)

Sincerely,

Glenn Schofield, C.P.M.
Director of Procurement