



Schenectady County
Purchasing Department
ADDENDUM

620 State St.-6th Floor
Schenectady, NY 12305
Purchasing@schenectadycounty.com
518.388.4242

RFB-2021-17
CWSN Transportation

ADDENDUM #3

April 6, 2021

The purpose of this addendum is to provide detailed information to all Bidders. This addendum is hereby included in and made part of the Contract Documents, whether or not attached thereto. Receipt of this Addendum must be acknowledged on the bid form.

RESPONSE TO QUESTIONS SUBMITTED:

1. Per Appendix E, Section I.A.1 (page 74 of 96), “Contractor shall combine passengers attending two or more programs regardless of the Successful Bidder whose Zone either program is governed by, onto one Route.”
 - a. Can you please provide an example of how this would work?
RESPONSE: This situation happens infrequently, but an example would be the need to add a wheelchair bus in a zone where there currently is not one.
 - b. Can you please explain how the billing of such routes would be managed for this instance if two separate bidders govern each Zone?
RESPONSE: Billing in all situations is based on bus run.
 - c. How will it be determined which Successful Bidder performs the Combined Route?
RESPONSE: Typically, the county works with the awardee of the zone first, but if a bus is required to be added from another awardee, there is potential for the original awardee to lose a bus run if additional children can be accommodated on the added bus run. This is determined based on the children, their locations, and the program destination.
2. Per Appendix E, Section I.B – Items to be Bid (page 75-76 of 96), it appears that Zones 1, 2, 3, 4 and 5 are all requesting the same price structure of a Full Day in the applicable Zone.
RESPONSE: Section 1.B, subsections 1, 2, 3 are hereby revised to:
With respect to ALL Zones (1 through 7) the Bidder is to provide the price for:
 - a. A Vehicle for a full day in the applicable “Zone” to make as many runs to and/or from all Destination Locations as might be necessary, at any and all times during the day. The Runs to be made by the vehicle will be established by the County.
 - b. A Monitor for a full day in the applicable Zone
 - c. A Wheelchair Vehicle (including a Monitor) for a full day. For the avoidance of doubt, to full extent possible the County will schedule both wheelchair-bound passengers and “walk-on” passengers to be transported on the wheelchair vehicles.
 - a. How will it be determined how many runs ONE bus can complete in ONE day?
RESPONSE: Bus runs are determined based on the number of students, start and end times programs within the zone. Typically, a bus will be responsible AM pickup, Mid-Day pickup and drop-off, and PM pickup. Proposed bus runs are reviewed by Schenectady County CWSN and their Routing/Transportation



Schenectady County
Purchasing Department
ADDENDUM

620 State St.-6th Floor
Schenectady, NY 12305
Purchasing@schenectadycounty.com
518.388.4242

consultant to assure the buses are used efficiently while at the same time adhering to our limits of transportation times, etc.

- b. It appears ONLY Zone 1, 2 and 6 are requiring a price for a Wheelchair Vehicle, however, the bid sheets for all Zones include a column for Wheelchair Vehicle.
 - i. Should a Bidder propose a rate for a Wheelchair Vehicles under each Zone? If not, how will the rate for a Wheelchair be determined if it is required to be added in the future?

RESPONSE: Yes, a wheelchair rate for each zone is requested. Please see page 79 Section 3: Special Note on Wheelchair Bus Bid Amount.

- 3. Per Appendix E, Section I.B.3 – Items to be Bid (page 75-76 of 96), it appears that Zone 6 requires a different pricing structure of a Round Trip per day.

RESPONSE: Section B, subsections 1, 2, and 3 of the bid documents are replaced per the note above. Zone 6 is not different than the other zones. No further questions regarding this paragraph will be answered.

- a. ~~Can you please explain why Zone 6 is structured differently?~~
- b. ~~What is the main difference between a Full Day and a Round Trip as it relates to the vehicle’s capacity to provide the runs?~~
- c. ~~Per Section I.B.3. of Appendix E, “In the event of a transporter is required to provide a vehicle for a one-way trip.....the Successful Bidder will be paid one-half of the daily amount bid for a Round Trip.”~~
 - i. ~~Will requests for a one-way trip be under special circumstances only?~~
 - ii. ~~Will one-way trips be determined based on bell times? For example, using Zone 1’s programs times as listed below, would this result in a one-way trip designation? In the example below, two buses are needed for 17 students at 8:30am, however, one bus can complete the afternoon run as they are different bell times.~~

Destination Point:	Whispering Pines
Address:	2841 Thousand Acre Rd, Delanson NY 12053 (Wheelchair Program)
Student Count:	17
Number of Buses:	2
Program Times:	8:30 AM – 11:00 AM 8:30 AM – 1:30 PM

- 4. Per Appendix E, Section I.B, - Items to be Bid (pages 75-76 of 96) there is no description listed with respect to Zone 7, however, there are bid sheets for Zone 7 have been included in the RFB. Is it the intent that Bidders should provide rates for Zone 7?

RESPONSE: Yes, zone 7 is included per the revision of Appendix E, Section I.B above. ALL SEVEN ZONES are requested to be bid.



Schenectady County
Purchasing Department
ADDENDUM

620 State St.-6th Floor
Schenectady, NY 12305
Purchasing@schenectadycounty.com
518.388.4242

5. Per Appendix E, Bid Sheet, Section C. Basis of Award, item 2, “Bid Evaluation Amount” it is indicated that “The County will multiply the prices entered in Column A and B, by the number of vehicles and monitors, that respective Column as “# Projected.” The County will then total the results.

- a. Will Column C for Wheelchair be evaluated?

RESPONSE: Wheelchair bus cost will not be basis of award.

- b. In addition, the “# Projected” for Columns C Wheelchairs is currently indicated at “0” for all Zones, therefore, if the intent is to evaluate Column C for Wheelchair, how will that be evaluated with a “# Projected” equal to “0”?

RESPONSE: Please see page 79 Section 3: Special Note on Wheelchair Bus Bid Amount.

6. Per Appendix E, Section II.D (page 77 of 96) reference that “The non-appearance of a child (or children) for a trip to a site constitutes prior notice that the trip from that site performed exclusively for that child (or children) will not be required for that day.

- a. In the event of non-appearance to a site and the vendor is informed by the parent that the child (children) will return from the site, is the Bidder allowed to perform the return trip?

RESPONSE: Yes, if notification is received from the parent that the child will be at the program and will need a ride home, then yes, the bus company is authorized to execute the return run.

7. Per Appendix E, Section II.C (page 77 of 96) indicated that “Passengers, Program Providers, the County, caretakers and/or parents, as and if applicable, will be responsible for notifying the Contractor at least one hour before a scheduled pick-up time, if a passenger is not going to the Destination Location or returning from the Destination Location on a particular day(s).” This section appears to conflict with Appendix A/Section V. Operations and Procedures/Section E. *Cancellations* (page 34 of 96) which indicates that trips must be canceled no less than two (2) hours before the scheduled pick-up time.

- a. We assume that two hours prior is the correct notification time as routes/runs may be up to 75 minutes in length. Please confirm two hours’ notice of absence and cancellations is correct.

RESPONSE: Two hours is the correct notification period.

8. Could you please provide a copy of the rates under the current contract for each Zone?

RESPONSE: As Read Results from prior bids are attached.



Schenectady County
Purchasing Department
ADDENDUM

620 State St.-6th Floor
Schenectady, NY 12305
Purchasing@schenectadycounty.com
518.388.4242

9. Can you please provide additional information on the Bond requirements?

a. Is bond amount required for the total revenue for services provided in one year?

RESPONSE: The requirement of a Performance Bond is hereby removed from this bid.

10. Can you please provide how many students are allowed to be transported in a minivan configuration and in a bus configuration with the current COVID-19 restrictions?

RESPONSE: One student per seat unless they are siblings. Only Buses (large or small) are allowed to transport the children.

CORRECTION TO SPECIFICATIONS:

Under General Information for the Transportation Bid, Section 12.1 and Appendix A section F: school buses, vans, minivans should be corrected to school buses (large or small).

Page 79, Bid Sheet, Section B Information to be Entered on Bid Sheets:

Please disregard all notes regarding Zone 6 which state the following:

~~Note: For Zone 6 only, in Column A enter your bid to provide a vehicle for one (1) round trip a day.~~

Per the response to questions above, all Zones are to be bid in the same manner. Zone 6 is not an exception.

ZONE 6 Bid Sheet

Please strike this line on the Bid Sheet:

~~Destination Point: **NO HISTORY OF/OR CURRENT PROGRAMS WITHIN THIS ZONE OR CHILDREN LIVING IN THIS ZONE GOING TO OTHER PROGRAMS**~~

The destination programs as listed for this zone represent the actual potential destinations. There are currently children assigned to programs within this zone.

The bid sheet is setup properly per the notes above to bid per VEHICLE (not per day).

CLARIFICATION OF SPECIFICATIONS:

All Vehicles must be New York State Department of Transportation (NYS DOT) inspected School buses operated by NYS Qualified Bus Drivers.

****IF YOU HAVE ALREADY SUBMITTED YOUR BID and this Addendum has NO Impact upon the submitted documents, you may send acknowledgement of the addenda issued via email. Otherwise, please submit acknowledgement with your bid submission on the form below.**

ATTACHMENTS:

- 1.) Acknowledgement of Addenda
- 2.) Prior As Read Results

End of Addendum #3



Schenectady County
Purchasing Department

620 State St.-6th Floor
Schenectady, NY 12305
Purchasing@schenectadycounty.com
518.388.4242

RFB-2021-17
Transportation Services for Children with Special Needs Program
ACKNOWLEDGMENT OF ADDENDA ISSUED

The purpose of addenda is to provide detailed information to all Bidders. The addenda issued are hereby included in and made part of the Contract Documents, or subsequent purchase orders issued, whether or not they are attached thereto. Receipt of the addenda issued must be acknowledged by submission of this form.

Addendum #	Date

Signature

Printed Name

Company Name

Date

RFB-2016-10
Open Date:

CWSN Transportation Services
May 10, 2016 11:00AM

Zone 1

Bidder	Gateway	Brown	Northland	ALC	
\$/Vehicle/Day	\$ 305.00	\$ 327.00 with monitor	\$ 325.00	No Bid	
\$/Driver Asst/Day	\$ 35.00	\$ -	\$ 10.00		
Total	\$ 340.00	\$ 327.00	\$ 335.00		
\$/Wheelchair/Day w/ Driver Asst.	No Bid	\$ 401.00	No Bid		
Addendum Acknowledged					
Bid Bond (\$300 requested)					

RFB-2016-10
Open Date:

CWSN Transportation Services
May 10, 2016 11:00AM

Zone 2

Bidder	Gateway	Brown	Northland	ALC	
\$/Vehicle/Day	\$ 260.00	No Bid with monitor	\$ 274.00	No Bid	
\$/Driver Asst/Day	\$ 35.00		\$ 10.00		
Total	\$ 295.00	\$ -	\$ 284.00		
\$/Wheelchair/Day w/ Driver Asst.	\$ 295.00		\$ 275.00		
Addendum Acknowledged					
Bid Bond (\$300 requested)					

RFB-2016-10
Open Date:

CWSN Transportation Services
May 10, 2016 11:00AM

Zone 3

Bidder	Gateway	Brown	Northland	ALC	
\$/Vehicle/Day	\$ 260.00	No Bid	\$ 290.00	No Bid	
\$/Driver Asst/Day	\$ 35.00		\$ 60.00		
Total	\$ 295.00	\$ -	\$ 350.00		
\$/Wheelchair/Day w/ Driver Asst.	No Bid	No Bid	No Bid		
Addendum Acknowledged					
Bid Bond (\$300 requested)					

RFB-2016-10
Open Date:

CWSN Transportation Services
May 10, 2016 11:00AM

Zone 4

Bidder	Gateway	Brown	Northland	ALC	
\$/Vehicle/Day	\$ 260.00	\$ 289.00	\$ 290.00		
		with monitor			
\$/Driver Asst/Day	\$ 35.00	\$ 40.00	\$ 60.00		
Total	\$ 295.00	\$ 329.00	\$ 350.00		
\$/Wheelchair/Day w/ Driver Asst.	\$ 295.00	\$ 317.00	\$ 370.00		
Addendum Acknowledged					
Bid Bond (\$300 requested)					

RFB-2016-10
Open Date:

CWSN Transportation Services
May 10, 2016 11:00AM

Zone 5

Bidder	Gateway	Brown	Northland	ALC	
\$/Vehicle/Day	No Bids Requested for this Zone at this time.				
\$/Driver Asst/Day					
Total	\$ -	\$ -	\$ -		
\$/Wheelchair/Day w/ Driver Asst.					
Addendum Acknowledged					
Bid Bond (\$300 requested)					

RFB-2016-10
Open Date:

CWSN Transportation Services
May 10, 2016 11:00AM

Zone 6

Bidder	Gateway	Brown	Northland	ALC	
\$/Vehicle/Day	\$ 260.00	\$ 327.00	\$ 249.00	No Bid	
		with monitor	\$ 20.00		
\$/Driver Asst/Day	\$ 35.00				
Total	\$ 295.00	\$ 327.00	\$ 269.00		
\$/Wheelchair/Day w/ Driver Asst.	No Bid	\$ 401.00	\$ 370.00		
Addendum Acknowledged					
Bid Bond (\$300 requested)					

RFB-2016-10
Open Date:

CWSN Transportation Services
May 10, 2016 11:00AM

Zone 7

Bidder	Gateway	Brown	Northland	ALC	
\$/Vehicle/Day	\$ 275.00	\$ 327.00 with monitor	No Bid	No Bid	
\$/Driver Asst/Day	\$ 35.00				
Total	\$ 310.00	\$ 327.00	\$ -		
\$/Wheelchair/Day w/ Driver Asst.		\$ 401.00	No Bid		
Addendum Acknowledged					
Bid Bond (\$300 requested)					

RFB-2016-59
Open Date:

CWSN Transportation Services
Sept. 9, 2016 11:00AM

Zone 5-As Read

Bidder	Northland	Brown	Gateway		
\$/Vehicle/Day	No Bid	No Bid	\$ 254.00		
\$/Driver Asst/Day		No Bid	\$ 34.00		
Total					
\$/Wheelchair/Day w/ Driver Asst.		\$ 284.00	\$ 365.00		
Addendum Acknowledged		N/A	N/A		