

OAKLAND UNIFIED SCHOOL DISTRICT'S ANSWERS TO QUESTIONS REGARDING:

**THE OAKLAND UNIFIED SCHOOL DISTRICT
REQUEST FOR STATEMENTS OF QUALIFICATIONS AND
REQUEST FOR PROPOSALS FOR
SPECIAL EDUCATION STUDENT BUS SERVICES**

Bid Number 13-14/07

The following are the Oakland Unified School District's ("District") answers to those questions posed (both verbally at the February 6, 2014 pre-bid conference and subsequently in writing by the February 21, 2014 deadline) by potential Vendors regarding this Request for Proposals ("RFP"):

1. Will the District be open to alternate bids? Answer: No.
2. Will the District consider a charge per bus rather than a charge per student bid? Answer: No.
3. Will the District consider a change in billing methodology from per capita to an hourly base rate per bus? Answer: No.
4. Will the District consider implementing a fixed fuel "cap"? Answer: No.
5. As the contract start date is July 1, 2014, will the actual provision of transportation services be expected to begin on July 1, 2014? Answer: Generally, yes. However, if a bidder indicates that a specific amount of time is needed to invest in and secure vehicles and trained drivers to perform the Contract, the District will consider a later start date for the Contract and provision of services thereunder so long as the bidder specifies by which date certain it can begin such a Contract.
6. What is the annual contract period? Answer: July 1 to June 30 (but see answer to Question No. 5).
7. Attachment A to the RFP refers to transportation outside Alameda County and within the Greater Bay Area – What is considered the Greater Bay Area? Answer: Destinations within the counties of Contra Costa, Marin and San Francisco.
8. Can the students transported outside of Alameda County and within the Greater Bay Area under Attachment A to the RFP be negotiated price dependent on actual time and mileage? Answer: Yes.
9. How many students are currently transported outside of Alameda County and within the Greater Bay Area? Where are they located? Can the District provide dates and times of students transported under authority of Attachment A? Answer: The current SET provider does not transport any students outside of Alameda County.

- 10.** Can the District provide a copy of the existing SET provider's contract with the school district? Answer: The contract may be found at the following Internet web address – <http://tinyurl.com/lesky2m>.
- 11.** Does the District have special District regulations related to transportation? (If so, please provide a copy.) Answer: Yes, and a copy will be provided via email to all who request one from MaryAnn Conner.
- 12.** Are the McKinney-Vento requirements included in this program? Answer: Yes, as by law they have to be.
- 13.** Does the District conduct parent/driver meetings? Answer: No.
- 14.** How long has the current SET provider operated this service? Answer: Durham acquired the most recent SET contractor, Petermann. However, Petermann's services began in 2009. Prior to that the SET provider was Durham.
- 15.** Does the current SET provider have a labor union? (If so, which union? Is a copy of the labor agreement available?) Answer: The current SET provider does not have a labor union, according to the information provided to the District.
- 16.** What are the current number of administrative and support staff utilized by the incumbent contractor? Is the District's expectation for this level to remain constant? Answer: Unknown as to the number of the current SET provider's administrative and support staff. As for the anticipated SET provider, the District requires it to have adequate administrative and support staff to perform all terms of the contract.
- 17.** What was the total amount OUSD paid to the current contractor for transportation services from July 1, 2012 to June 30, 2013? Answer: \$7,391,358.46.
- 18.** What is the District's budget for these services for the 2013-14 school year? Answer: Initially, it was approximately \$7,433,000.
- 19.** Does the current SET provider utilize a computerized routing system? Answer: No, according to the current SET provider.
- 20.** Currently how does the District identify the vehicles and drivers? Answer: Drivers are identified by name and vehicles have numbers as assigned by the current SET provider.
- 21.** Are the drivers required to wear uniforms? Answer: No, although it would be preferred.
- 22.** Does the District currently have drivers assigned to specific students? Answer: The current SET provider indicated that drivers bid for and are then assigned to routes.
- 23.** Can the District provide all routes and miles for the current routes? Answer: No (as the current SET provider has not shared that information with the District).

- 24.**What is the current on-time performance? What is the current missed trips performance? Answer: Unknown as to both (as we do not have that information from the current SET provider).
- 25.**Currently, how does the District handle its route changes? Answer: Students are inputted into the "route tracker" electronic system and then accessible by the current SET provider to implement in their manual routing system.
- 26.**Currently, how does the District handle service pick-up changes? Answer: The District's SET office notifies the current SET provider of upcoming changes in school schedules. If a student's address changes or the student's school is changed, the current SET provider is given the new address to implement.
- 27.**How many routes, buses and does the District's current Special Education Transportation ("SET") Provider have? Answer: According to the current SET provider, approximately 130 routes; 150 buses; and 130 drivers.
- 28.**What is the amount of therapy routes? Answer: Estimated at 18.
- 29.**Page 2 of the RFP mentions the 6,383 special education students and the 73 non-ambulatory students in the District. How many of these students receive SET on a daily basis? Are these one way SET or round trip SET? Answer: 1,546 ambulatory students and 76 wheelchair students are on Durham. The District has 24 students on alternative transportation.
- 30.**How many of the daily trips are ambulatory in nature? How many of the daily trips are wheelchair trips? Answer: Unknown (as we do not have that information from the current SET provider).
- 31.**How many out of area trips are currently provided per day? What addresses and cities do these out of area trips travel to? Answer: We have 5 out of area routes to San Rafael, Pittsburg, San Francisco, Antioch and San Anselmo. Durham does not provide transportation outside of Alameda County.
- 32.**How many field trips took place during the 2012/2013 school year? Answer: None.
- 33.**Please provide the contracted rate for the existing SET provider for ambulatory and non-ambulatory local and out of area trips. Answer: The Durham daily rate is \$22.85/RT (ambulatory) and \$43.18/RT (wheelchair). The out of area rides are provided by another contract and are based on mileage.
- 34.**What liquidated damages have been assessed against the District's current SET Provider during the current contract period (which includes the past two years)? Answer: At present, none.

- 35.** Page 21 lists the liquidated damages causes, with G listing \$1,000 per day for unsatisfactory service. Please provide the specific items that would identify service as either satisfactory or unsatisfactory. Answer: Such items would include but not be limited to failure to route students within the required timeframe; scheduling children on buses for over an hour; leaving a student at school; suspending a student from service without notifying the parent; picking students up an hour past their scheduled times; failing to transport children to therapy; lack of SET provider responsiveness to communications and issues raised by the District; etc.
- 36.** How many students require the use of harnesses during transportation? Answer: 50, according to the current SET provider.
- 37.** As the SET provider is required to provide all car seats, child safety vests, restraints, etc., can the District provide information as to how many are required currently? Answer: No, (as we do not have that information from the current SET provider).
- 38.** Will there be a minimum number of functioning digital video cameras in each vehicle? Answer: Yes, at least one that displays the full interior of the vehicle where students are positioned during transportation.
- 39.** Who conducts the routing of students? Answer: The contracted SET Provider.
- 40.** Will the SET Provider transport students outside of Alameda County? Answer: Yes, if necessary, and if so then it would be through mutually agreed upon negotiated rates.
- 41.** Which schools/sites does the District transport students to outside of Alameda County and how many students are provided transportation to or from each of those schools/sites? Answer: Oak Hill in San Anselmo – 2; Anova in San Rafael – 3; Anova in Concord – 1; and Tobin World in Antioch – 1.
- 42.** Will the District provide copies of invoices and detailed billing reports for May-August 2013; October 2013; and January 2014? Answer: Such requests may be made on an individual basis in writing directly to MaryAnn Conner, the listed contact person relating to this RFP, who will process and address those requests as time allows.
- 43.** Will the District provide copies of California J-141 forms for the last three years? Answer: The District has no such forms.
- 44.** Will the District provide a list of current students transported (with students' names redacted)? Answer: Not via the RFP process.
- 45.** Will the District provide a list of non-public schools where transportation is administered under the current contract and a current school year calendar for those schools? Answer: The District is able to provide the list of non-public schools (but not the calendars): Bayhill High School; Children's Learning Center-Phillip's Academy; Fred Finch Youth Center; Lincoln Child Center; Seneca Center: Fremont and San Leandro; Spectrum Center: Oakland and Hayward; Stars High School; Via Center; California School for the Deaf: Fremont.

46. Amendment #2 states that the District will respond to questions by February 28, 2014 – Will the District consider allowing prospective bidders an opportunity to ask additional questions based on the information provided on February 28th? Answer: Yes, but only for clarification purposes. The prospective bidder must list the above question and answer number to which each clarifying question applies. The District reserves the right to not answer an additional question if in its sole judgment it determines that the additional question is not a clarifying question, but is an entirely new question. Clarifying questions shall be due by 5:00 p.m. on Tuesday, March 4th, and the District's answers to those clarifying questions will be provided by Wednesday, March 12th.