



Data Service Center

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CENTRAL BIDDING DEPARTMENT

ADDENDUM No. 3

Homeless & Foster Transportation
Red Clay Consolidated School District
RFP # 2-27-02

RED CLAY CONSOLIDATED SCHOOL DISTRICT

Date of Addendum: August 5, 2026

OPENING DATE: August 12, 2026, at 2:00 PM

To all prospective bidders under the specifications and contract documents described above, this Addendum to RFP is being issued to modify the specifications as follows:

1. Are front-facing dash cameras sufficient?

-We prefer interior and exterior

2. Is an interior passenger compartment camera required?

-Required only interior, we need to make sure they have the ability to download footage when needed.

3. Are both interior and exterior cameras expected?

-Yes

4. Is there a preferred or required camera system or recording capability?

-We do not care what camera vendor they use, however, preferred would be GateKeeper as that is who we use on the school buses. Any vendor who provides them with the ability to pull footage will suffice.

5. Is the district requiring vendors to submit driver and vehicle information at the time of the bid, or can it be provided at a mutually agreeable time before the start of services?

- Vehicle information is necessary to make certain they meet our requirements. Driver information can be provided prior to services starting, however, if the driver doesn't meet the requirements specified in the RFP then the vendor may be excluded and we won't use them.



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6. The scope of work states that contractor is "responsible to provide child protection registry checks at their expense of the employees assigned to provide services to the Red Clay Consolidated School District. The contractor shall provide copies of the registry checks prior to bid award." Do these need to be included as part of vendor submissions?

- They do not need to be included as part of the submission, however, they will be needed prior to services starting and if the driver does not have it the vendor may be excluded and we won't use them.

8. In the Criteria for Award, Geographical location of business accounts for 10% of the score. Can this be better defined? Does this mean if a vendor is not within the state, 10% of the points are lost? Would a subcontractor in the locality support points in this portion of the score?

- We do not pay for vendor drive time to the first location from their yard/office. Local companies are preferred but not mandatory.

- Yes, most likely if the vendor's location was out of state they would lose points. However, if they had a local subcontractor then that is basically the same as being local.

9. The contract period does not state how many contract renewal options there may be. How many contract extension years would the district allow for?

-This depends on the services needed by the school district and how often they would like to renew each year.

10. Industry standard pricing for these types of services are based on a per-trip basis, which can often save districts valuable transportation budget through the ability to route students together. Will the district allow for vendors to provide a per-trip pricing rather than an hourly, per student price?

-Yes, per trip pricing is an option.

10. Vehicle, Camera, and Fleet Requirements

Addendum No. 1 states that 10-passenger vehicles or minibuses are preferred. Are sedans, SUVs, minivans, or other compliant vehicle types also acceptable? Is there a minimum number of vehicles a vendor must propose or maintain?

-No minimum number of vehicles. 10-passenger vehicles or minibuses preferred. Minivans and large SUVs are acceptable. Sedans, cars, trucks, personal employee vehicles not acceptable.

Please also clarify the required camera configuration, recording and retention requirements, and whether cameras are required in every proposed vehicle.



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-Yes, cameras are required in every vehicle. Dash cameras and inside view cameras showing the driver and the students are preferred. Must have the ability to download videos and share with us. Recording while students are on board and minimal 30 days retention.

11.Driver and Aide Training

Must drivers and aides complete both School Bus School and the one-day Bus Aide class, or does one course satisfy the requirement? One or the other is fine. Will existing valid certificates be accepted, and when must the required training be completed?

-Existing certificates will be accepted as long as they are not more than two years old. Training must be completed prior to started services.

12.Drug and Alcohol Testing

What documentation must vendors provide to demonstrate compliance with the initial and quarterly random drug-testing requirements, and when must it be submitted?

-Vendor will maintain an employee file which should include all the required documentation. If asked, vendors must provide proof that they are completing the random and initial drug testing.

Please also clarify whether quarterly random testing must cover at least 10% of all staff or 10% of a defined safety-sensitive testing pool during each quarter.

-Any employee who will be driving or riding in the vehicle with our students must be included.

13.Insurance Requirements

The RFP references different insurance schedules and both 15-day and 45-day cancellation-notice periods. Please identify the controlling coverage requirements, endorsements, certificate-holder or additional-insured requirements, and cancellation or material-change notice period for this contract.

-Vendors must have appropriate insurance coverage for transporting students.

14.Pricing Format

Addendum No. 2 states that the District prefers flat rates for morning and afternoon trips, while the Proposal Form requests a "Rate per student/per hour." The RFP also requires all-inclusive rates but requests a pricing breakdown.

Please confirm:

- How vendors should complete the hourly-rate column; We are looking for what the vendor charges for per pupil, per trip transportation. Flat rates are also acceptable.
- Whether separate morning and afternoon flat rates or one combined round-trip rate should be proposed; Round trip rates preferred for a.m. and p.m.
- Whether a supplemental pricing schedule may be attached; up to the vendor. Any documentation will be reviewed and considered.
- Whether mileage and distance must be included within the flat rate or shown as separately billable components; and up to the vendor. Flat rate or broken out is acceptable.



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How shared rides, wait time, no-shows, attendants, wheelchair service, car seats, and booster seats should be priced. **No call no shows are a maximum charge of up to \$25 and vendor can only have 3 of these charges. No charge for wait time is acceptable. Up to vendor regarding charge for an aide. No additional charge for students in car seats or in wheel chairs or booster seats. Shared rides from the same pick up and drop off should be discounted.**

We understand that mileage may range from 10 to 75 miles one way and approximately 200 students currently use external transportation. If no additional route or special-service estimates are available, please confirm that vendors should develop their rates using the information provided in the addendum. **Vendor determines their rate and it may or may not be accepted by the district. There is no guarantee how many students will be assigned to any particular vendor. Multiple vendors might be selected from the RFP and then the district will share the needs with selected, RFP winning vendors, and go with the vendor who is lowest bid or best performance.**

15. Thirty-Minute Emergency Response

Please define an “emergency” under Minimum Requirement 14, identify the applicable geographic area, and clarify who must arrive at the location within 30 minutes. How does this requirement apply to long-distance or out-of-state assignments?

-The location varies. One example, if a student gets sick and needs to be picked up and taken home.

16. Subcontracting and Attachment 9

Addendum No. 2 permits leased, rented, or subcontracted vehicles. May a vendor also subcontract transportation services, drivers, or aides? If so, what advance approval and compliance documentation are required?

-All drivers/aides must meet the requirements. Doesn't matter if they are subcontracted.

17. Existing Brandywine School District Contract

Would an existing contract to provide McKinney-Vento transportation for Brandywine School District affect a vendor's eligibility or create an actual or perceived conflict of interest?

-No conflict. Still must meet all our requirements.

For a cross-district assignment involving Red Clay and Brandywine, which district would issue the assignment, and which contract would govern performance and invoicing?

-Red Clay assigns their students only and we have nothing to do with Brandywine assignments or students...and vice versa.

18. Timing and Acceptance of Compliance Documentation

The RFP requires certain clearances and testing records before award and other records after award. Please clarify the submission deadline for each category of documentation.

Will current, valid Delaware public-school clearances and background checks used under another Delaware school district contract be accepted?

-As long as they are current within 2 years and meet all of our requirements.



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19. Partial Service-Category Proposals

Separate from the requirement to provide both route legs, may a vendor submit pricing only for the service categories it is qualified to perform, or must every service type on the Proposal Form be priced?

-Vendor must be able to perform all services.

20. Renewal Option

The contract runs through August 1, 2027, with a renewal option under the same terms and conditions. What is the duration of the renewal option, and must the original rates remain unchanged during a renewal period?

-At the time of renewal, both the School District and the awarded vendor will have the option to renew the contract for one (1) additional year. If the vendor wishes to request a rate increase, they may do so at the time of renewal by submitting the proposed rates along with written justification for the increase. The School District will then review the request and determine whether to accept the revised rates and renew the contract or decline the renewal. Every they review the services that were provided and if the vendor met all the requirements and was on-time and provided good service to our students, then we would renew. The option to renew would be each year.

21. Parental Meetings

Please clarify the anticipated frequency, location, notice period, required vendor representative, and typical duration of parental meetings. Should related meeting and travel costs be incorporated into the proposed transportation rates?

-On occasion the vendor/driver/aide may be needed for a meeting. Travel cost and time are the vendors to pay.

22. Are there any challenges or service-related issues with the current vendor(s) that the District is hoping to address/improve via this RFP?

-n/a

23. Will any students require equipment (car seat, booster seat, safety vest) under this RFP? If so, is there an estimate of how many?

-Possible and the vendor would be made aware of the needs and be expected to meet them.

24. Will any students require wheelchair transport under this RFP? If so, is there an estimate of how many?



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-Possible and the vendor would be made aware of the needs and be expected to meet them.

25.Regarding Section 39 of the RFP – Indemnification, is the District open to adding mutual Indemnification language to the RFP/Contract?

-No

26.Regarding Item 5 under Minimum Requirements, given that the demand of this RFP is unpredictable and vehicles may be added/removed throughout the contract, would the District allow for submission of a list of vehicles upon contract award and ongoing as vehicle changes occur?

-Yes

27. Regarding the list of items listed in the Non-Performance section (p. 23) to be provided by the Contractor to the District, can you please confirm if these are required in the Contractor's proposal submission or upon award and on an ongoing basis?

-Not required in proposal but need to be available if district requests to see them.

28.Given that prospective Contractors may have pricing models that may be more cost-effective than the per student/per hour model in the Proposal Pricing Form, would the District be open to alternative pricing models?

-Yes