

**ADDENDUM NUMBER 4  
 BID NUMBER RFP 24-003**

**McKINNEY-VENTO TRANSPORTATION SERVICES**

ISSUED: April 9, 2024

PURCHASING DEPARTMENT  
 UNIFIED SCHOOL DISTRICT 500  
 2010 N. 59<sup>th</sup> STREET, ROOM 370  
 KANSAS CITY, KANSAS 66104  
 (913) 551-3200

Note the following changes to the above-mentioned bid. This information is to be taken into consideration when responding to the original bid document.

**1. Response to Bidder Questions:**

<b>1</b>	<b>Can this BID be awarded to multiple vendors?</b>
<b>KCKPS</b>	Award to more than one provider is possible, but it is the District's intention to award to a single provider.
<b>2</b>	<b>Can you provide current provider rates and contract information?</b>
<b>KCKPS</b>	Trip-1st 12 miles \$72.10 Per Mile-after 1st 12 miles-\$2.58 Wheelchair-\$46.35 Car Seat/Safety vest-\$5.15 Wait time per hour, billed in 15 mins increments-\$61.80 Monitor Fee-\$25.75 No Show, late cancel-Full Trip price.
<b>3</b>	<b>Is it the district's intent to award to a single provider or multiple providers?</b>
<b>KCKPS</b>	See response to Question 1.
<b>4</b>	<b>Can you provide details on the number of students requiring these services during the current school year?</b>
<b>KCKPS</b>	200-300 students per year
<b>5</b>	<b>Do you have different bell schedules for your schools? Elementary, Middle, and High?</b>
<b>KCKPS</b>	We have four different bell schedules for Elementary, Middle and High School We also have different schedules for 5 pre-k sights with AM, PM and full day schedule
<b>6</b>	<b>How many routes are estimated to be assigned under this contract?</b>
<b>KCKPS</b>	Our current provider, provides about 230-260 routes per day.
<b>7</b>	<b>What license(s) does the district require for vendors to have?</b>
<b>KCKPS</b>	The number of students vs the number of students that need transportation service varies year to year. The average mileage is unknown.
<b>8</b>	<b>Can the district please clarify the contract period and duration for this program?</b>
<b>KCKPS</b>	Contract will be awarded for one year with up to 4 renewal terms.
<b>9</b>	<b>Would the district be open to a one-week RFP due date extension?</b>
<b>KCKPS</b>	Yes. See Section 2 of this addendum (below)
<b>10</b>	<b>Could the district please provide historical data on the number of students served in the program and average mileage per one way trip from the previous year?</b>
<b>KCKPS</b>	See response to Question 7
<b>11</b>	<b>How many students require transportation as a part of this program?</b>
<b>KCKPS</b>	See response to Question 4
<b>12</b>	<b>Does the district intend to award multiple vendors?</b>
<b>KCKPS</b>	See response to Question 1
<b>13</b>	<b>We use a driver-owned vehicle model, and ensure each vehicle we utilize meets all state</b>

	inspection criteria in order to provide the safest and most flexible transportation possible. Would the district allow us to provide the vehicle criteria we use for selection as part of this proposal, then provide a list of vehicles to be used upon receipt of this award?
<b>KCKPS</b>	Yes, your proposal should include automobiles that comprise your fleet, or the minimum standards for personally owned vehicles that your firm requires.
<b>14</b>	Could the district please clarify the nature and scope of the parental meetings? Would these meetings take place with any scheduled regularity or would they be in response to a specific situation?
<b>KCKPS</b>	Parental meetings will be held as necessary, either upon request from the District or from the parent. Such meetings will generally be due to issues related to provision of the service such as: Transportation Challenges, Safety Concerns, Communication Issues, Attendance or Behavior Issues, Special Accommodations, Changes in Living Situations, Disputes or Conflicts or other.
<b>15</b>	We respectfully request that the District allow for digital submission (e.g. by email, portal upload, or similar).
<b>KCKPS</b>	Electronic/Digital submission of bids will be allowed through the Vendor Registry Portal.
<b>16</b>	Can the District please allow the use of verified e-signatures for this submission?
<b>KCKPS</b>	See response to Question 15.
<b>17</b>	Can an alternative student transportation (TNC and/or Transportation management companies) participate in this RFP opportunity or is it for the yellow bus only? we use Sedans, SUVs, and Wheelchair Vehicles to transport students. Is this something your district would be interested in?
<b>KCKPS</b>	Yes we use alternative student transportation
<b>18</b>	Who is your current transportation provider or providers?
<b>KCKPS</b>	EverDriven is the District's primary provider.
<b>19</b>	What are the current rates with your current vendor?
<b>KCKPS</b>	See response to Question 2
<b>20</b>	Can you please provide a copy of the district's transportation agreement with the current vendor in addition to the certificate of insurance provided by your current vendor?
<b>KCKPS</b>	See Addendum 3, Attachment 1
<b>21</b>	Can you please provide samples of invoices from your current transportation provider?
<b>KCKPS</b>	See Addendum 3, Attachment 2
<b>22</b>	How many routes/vehicles are currently used to transport your students? What's the average number of students per vehicle?
<b>KCKPS</b>	See response to Question 6
<b>23</b>	Do you currently transport any students in wheelchair-accessible vehicles? If so, how many vehicles are currently being used?
<b>KCKPS</b>	Yes, 1 Student
<b>24</b>	Do you require any special equipment to transport the students? eg. Safety Vest (Harness), Car Seat, Booster Seat, Buckle Guard, Partition .... etc? What's the number of students who need such equipment based on the current contract?
<b>KCKPS</b>	This transportation would also be used for SPED, a very small amount, around 10 SPED students. Possible one or two needing a Safety Vest. We transport pre-K and elementary students. 16 pre-k need car seats, several in elementary that need car seats and booster seats.
<b>25</b>	Can we submit our bid price form, base fee plus mileage?
<b>KCKPS</b>	Yes.
<b>26</b>	How many McKinney Vento students the district have?
<b>KCKPS</b>	22/23 school year ended with 673 students, we anticipated an increase
<b>27</b>	How will trips be distributed to contractors? Will there the routes be fixed or subject to change on a daily basis?
<b>KCKPS</b>	Routes are subject to change daily because students will move.
<b>28</b>	Will contractors be guaranteed a set number of trips on a daily basis?
<b>KCKPS</b>	No
<b>29</b>	Will students be allowed to ride with other students? How many passengers are our vehicles

	<b>expected to transport?</b>
<b>KCKPS</b>	The preference is that students will ride with other students that are in their age range, ie elementary with elementary. The expectation is what is allowable by law.
<b>30</b>	<b>Can you explain the reasoning behind the requested mobile app?</b>
<b>KCKPS</b>	The mobile app allows parents to track rides, also allows parents to see when their child is picked up and dropped off. Parents can also cancel rides if needed through the app.
<b>31</b>	<b>How many students qualify for this program? How many vehicles does KC Public Schools expect will be needed for this project?</b>
<b>KCKPS</b>	Our current provider, provides about 230-260 routes per day(AM and PM). Providing rides for about 260 students daily.
<b>32</b>	<b>Is there any historical data on a solicitation similar to this? Miles, trips, vehicles, RVHs, etc?</b>
<b>KCKPS</b>	Our current provider, provides between 230-260 routes for us per day (this includes MKV, FosterCare and SPED)
<b>33</b>	<b>If there is a current contract in place for these services, who is the incumbent contractor?</b>
<b>KCKPS</b>	EverDriven.
<b>34</b>	<b>Is there a budget associated with this solicitation? If so, what is it?</b>
<b>KCKPS</b>	Departmental or program budgets are not shared with bidders as a matter of practice.
<b>35</b>	<b>Who is the current provider for this service?</b>
<b>KCKPS</b>	See response to Question 33
<b>36</b>	<b>On average, how many McKinney-Vento students are transported by this provider each day?</b>
<b>KCKPS</b>	See response to Question 31
<b>37</b>	<b>What percentage of those students live within USD 500?</b>
<b>KCKPS</b>	Unable to determine as the count fluctuates.
<b>38</b>	<b>Does the District prefer a sole provider or multiple providers?</b>
<b>KCKPS</b>	See response to Question 1.
<b>39</b>	<b>Is the Customer/Parent portal a requirement to be considered?</b>
<b>KCKPS</b>	Unknown, as it changes frequently.
<b>40</b>	<b>Is the selected provider responsible for McKinney-Vento cost-share billing for out of district students?</b>
<b>KCKPS</b>	Current provider assist with cost-share, it would be preferred if the provider did cost sharing.
<b>41</b>	<b>Are in-vehicle safety cameras required?</b>
<b>KCKPS</b>	No
<b>42</b>	<b>Are transportation services needed for the school year only.... Is summer school included</b>
<b>KCKPS</b>	The month of June would be included for summer school with significantly less students.
<b>43</b>	<b>What is the pay for transportation services... Is there a set fee... Are charged by the mile</b>
<b>KCKPS</b>	See response to Question 2
<b>44</b>	<b>Can you tell us what was the bid cost last year for transportation services for McKinney Vento... Late fee or revenue mile</b>
<b>KCKPS</b>	See response to Question 2
<b>45</b>	<b>Is the pay weekly bi-weekly or net 30</b>
<b>KCKPS</b>	District's standard is Net 30 days.
<b>46</b>	<b>How many bids [sic] will you accept for transportation services</b>
<b>KCKPS</b>	Proposing firms may submit alternative proposals as alternates.
<b>47</b>	<b>How many schools need transportation services for McKinney Vento</b>
<b>KCKPS</b>	Our district has around 45 buildings, there could potentially be a need at each building.
<b>48</b>	<b>Will we have to bill different schools or is there one Central billing</b>
<b>KCKPS</b>	Billing would be sent Accounts Payable Department at the District's Central Office
<b>49</b>	<b>How soon will a vendor know when the bid will be awarded.</b>
<b>KCKPS</b>	Within 1 month of submittal.
<b>50</b>	<b>The contract awarded every year or every 3 years... Is it renewable</b>

<b>KCKPS</b>	Contract is awarded for a one-year term with up to 4 renewals
51	How far are the students from the original school... Trying to get an idea how far we might have to transport each student
<b>KCKPS</b>	The farthest route is 30 miles.
52	How many years is this contract for?
<b>KCKPS</b>	See response to 50
53	If a bidder's current General Liability & Professional Liability Insurance coverage does not meet the required coverage limit of \$3,000,000 per occurrence, would the district accept \$1,000,000 per occurrence in General Liability & Professional Liability coverage + \$5,000,000 per occurrence in umbrella coverage?
<b>KCKPS</b>	This will be considered as part of the proposal submitted.
54	Can KCKPS please provide past annual trip volume for the McKinney-Vento Transportation Services program, as well as anticipated annual trip volume for this contract?
<b>KCKPS</b>	Our current provider, provides about 230-260 routes per day (AM and PM). Providing rides for about 260 students daily
55	Can KCKPS please provide the name of the firm currently providing the McKinney-Vento transportation services?
<b>KCKPS</b>	EverDriven
56	Can KCKPS please provide a copy of the current contract for McKinney-Vento Transportation Services?
<b>KCKPS</b>	See response to Question 20
57	Is KCKPS currently using a technology platform that accomplishes all or some of the functionality described in the "Desired Customer/Parent Portal with Mobile App Functionality" section of the RFP (pages 12-13)? If so, what is the name and developer of this technology platform?
<b>KCKPS</b>	The current service provider provides a Parent Portal with Mobile App.
58	Proposal Submittal Clarification: In Section 4.2, "Qualifications/Certifications/Resume/Operations Plan (Part I)," the required information for Part I of the vendor's proposals is outlined. However, ATTACHMENT D – QUALIFICATIONS AND REFERENCES also requests similar information but in a different format. To clarify, should "Attachment D" be integrated into "Part 1" of the proposal, or should Attachment D be completed independently and submitted as an attachment or appendix?
<b>KCKPS</b>	These can be combined.
59	Regarding the RFP's "Desired Customer/Parent Portal with Mobile App Functionality" section, there is a mention of compliance with the Americans with Disabilities Act (ADA). However, in the Scope of Services outlining the management and delivery of McKinney-Vento transportation services, there is no explicit reference to ADA compliance. Could you confirm KCKPS's commitment to ensuring ADA compliance in service delivery? This includes specific provisions such as the installation of wheelchair lifts or ramps on designated buses to cater to students with mobility impairments.
<b>KCKPS</b>	The district will notify vendor/contractor if there is a specific accommodation needed for a particular student. ADA compliance will only be required to the extent of the need, meaning that not all vehicles in a vendor/contractor's fleet will be required to meet ADA requirements.
60	If a bidder's current General Liability & Professional Liability Insurance coverage does not meet the required coverage limit of \$3,000,000 per occurrence, would the district accept \$1,000,000 per occurrence in General Liability & Professional Liability coverage + \$5,000,000 per occurrence in umbrella coverage?
<b>KCKPS</b>	See response to Question 53
61	Can you please provide the current contractor rates?
<b>KCKPS</b>	See response to Question 2.
62	Does the District plan to award this RFP to multiple vendors or a single vendor?
<b>KCKPS</b>	See response to Question 1.
63	Are awarded vendors required to comply with all of the alternative transportation requirements as outlined by the Kansas State Department of Education and Kansas Highway Patrol for transporting students for Kansas School Districts?

<b>KCKPS</b>	Yes
64	Will the district consider extending the submission deadline to Friday, Feb 23? The amount of time between the District's response deadline and submission deadline does not allow for ample time to for proposal adjustments/completion, printing and shipping of physical proposal.
<b>KCKPS</b>	See Section 2 below.
65	Can you please provide more information on the In-Person Presentation as noted in the evaluation criteria?
<b>KCKPS</b>	The evaluation committee will assess proposals based on the criteria outlined in the solicitation document and select a shortlist of firms. These shortlisted firms will be invited to present to the evaluation committee and engage in a question and answer session.
66	<p>Would the District be interested in bids from cost-effective supplemental transportation solutions utilizing sedans and SUVs as a supplement in cases where transportation needs are most efficiently met by smaller vehicles on an as-needed basis?</p> <p>If yes, will the District adjust vehicle and/or personnel requirements in cases where the requirements referenced in the RFP are explicitly non-applicable to non-commercial vehicles and personnel if vendors meet and exceed all pertinent criteria as well as all equivalent applicable standards?</p> <p>Will the District consider waiving the bid bond requirement for supplemental vendors given the supplemental/as-needed nature of service?</p>
<b>KCKPS</b>	The district is interesting in seeing all proposals; No Bid Bond is Required for this Service.
67	What is the District's minimum expectation for time to service requests for transportation?
<b>KCKPS</b>	Within 5 days.
68	What are the expectations for driver/vehicle availability and scheduling flexibility and dependability? Are providers required to offer guaranteed next-day fulfillment of all scheduled rides, even if a driver calls out sick?
<b>KCKPS</b>	Once a ride is scheduled or routed the expectation is that there will be no interruption in service due to the driver. The expectation is that if a driver is ill or calls in a sub-driver will immediately fill in.
69	In order to offer the most price competitive and cost-effective transportation solution, our pricing is not based on a traditional bus route per day/hour pricing model. Rather, our pricing is a base price fee + a per-mile fee. May we adjust the proposal to reflect our pricing structure to ensure that the cost is evaluated appropriately?
<b>KCKPS</b>	The district is open to exploring different pricing structures that could potentially offer cost savings and efficiency
70	<p>Because we're an as-needed service, we're unable to calculate the first year's total cost of the contract necessary for the 5% bid bond, since bid value is typically determined by fixed-route volume, bus route daily rates, etc., whereas our costs are determined by individual and small-group need + mileage of specific rides, which can be highly variable over the course of a year). Would the District consider waiving or adjusting this bid bond requirement to reflect the nature of our as-needed, supplemental service?</p> <ul style="list-style-type: none"> <li>• If not, can the District provide more clarity on the annual volume of rides assigned to each vendor and/or annual spend per vendor?</li> </ul>
<b>KCKPS</b>	No bid bond is required for this service.
71	Is there an anticipated number of vendors to be awarded through this solicitation?
<b>KCKPS</b>	See response to Question 1.
72	<p>Please provide historical and/or estimated information on the following:</p> <ul style="list-style-type: none"> <li>• Monthly ridership</li> <li>• Average number of riders per one-way trip</li> <li>• Number of one-way trips per month</li> <li>• Average mileage per one-way trip</li> <li>• Total trip mileage per month</li> </ul>
<b>KCKPS</b>	Our current provider provides between 230-260 routes for us per day, this is including AM and PM routes
73	How often will contractors be required to share safety and performance data with the District? What type of data will be required?
<b>KCKPS</b>	Generally upon request and/or during semi-annual meetings.

74	In order to assist proposers in offering competitive pricing, please provide the following information: <ul style="list-style-type: none"> <li>• Current and/or previous contractor(s)</li> <li>• Current contractor rates</li> <li>• Sample invoice(s)</li> </ul>
<b>KCKPS</b>	See response to Question 2.
75	Is subcontracting allowed, and if so: <ul style="list-style-type: none"> <li>• Do subcontractors have to carry the individual commercial insurance policies?</li> <li>• What process or procedures do you require to ensure that subcontractors meet all regulatory insurance requirements?</li> <li>• For vendors operating as transportation brokers, who is responsible for checking that vehicle and drivers meet expected standards outlined on this RFP? Is it the transportation broker or the subcontracted transportation provider?</li> </ul>
<b>KCKPS</b>	Yes, however, subcontractors are acceptable and prime contractor will be fully responsible for vetting and performance of those subcontractors.
76	Does the District require contractors to maintain their own primary insurance in addition to those of their drivers?
<b>KCKPS</b>	Prime contractors will be responsible for ensuring that their drivers are adequately covered. Whether it be by confirming driver coverage or providing insurance coverage during time on duty.
77	Will the District require real-time GPS oversight for each ride?
<b>KCKPS</b>	Yes.
78	As public funding often prohibits offshore outsourcing, does the District require customer support and dispatch staff to be located in the United States?
<b>KCKPS</b>	No.
79	Can the district please clarify the contract period and duration for this program?
<b>KCKPS</b>	See response to Question 50
80	Could the district provide historical data on the number of students served in the program and average mileage per one way trip?
<b>KCKPS</b>	We do not have average mileage per trip, Our current provider, provides about 230-260 routes per day(AM and PM). Providing rides for about 260 students daily
81	How many students require transportation as a part of this program?
<b>KCKPS</b>	See response to Question 80
82	Does the district intend to award multiple vendors?
<b>KCKPS</b>	See response to Question 1.
83	We use a driver-owned vehicle model, and ensure each vehicle we utilize meets all state inspection criteria in order to provide the safest and most flexible transportation possible. Would the district allow us to provide the vehicle criteria we use for selection as part of this proposal, then provide a list of vehicles to be used upon receipt of this award?
<b>KCKPS</b>	Yes. Please include as part of your proposal.
84	Could the district please clarify the nature and scope of the parental meetings? Would these meetings take place with any scheduled regularity or would they be in response to a specific situation?
<b>KCKPS</b>	Parent meetings may be required when an incident occurs or at the request of a parent or guardian. Otherwise, meetings with parents are not required.
85	We respectfully request that the District allow for digital submission (e.g. by email, portal upload, or similar). - Can the District please allow the use of verified e-signatures for this submission?
<b>KCKPS</b>	See response to Question 15

2. **No Other Changes:** No other changes or modification are intended by this Addendum. All other terms and conditions of the solicitation remain in effect.

WE HEREBY ACKNOWLEDGE AND UNDERSTAND THE ABOVE NOTED CHANGES TO THE ORIGINAL BID DOCUMENTET AND AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS AND AMENDMENTS.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_ PHONE: \_\_\_\_\_  
FIRM \_\_\_\_\_