

THE CITY OF WALTHAM
MASSACHUSETTS
PURCHASING DEPARTMENT

Student School Bus Transportation Services, 2020

ADDENDUM NO. 1

February 13th, 2020

CHANGES, CORRECTIONS AND CLARIFICATIONS

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or clarification are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (NO. 1) MUST BE ACKNOWLEDGED IN YOUR COVER LETTER.

ITEM 1: DELETE AND REPLACE

1. **DELETE** the term “Greater” wherever it is found and **REPLACE** it with “Larger.”
2. **DELETE** Paragraph B in its entirety in Article III, page 6, and **REPLACE** with ATTACHMENT A.
3. **DELETE** “First Aid” in Paragraph L of Article VI, page 20. There is no Replacement.
4. **DELETE** the Bid Form on page 24 and **REPLACE** with ATTACHMENT B.
5. **DELETE** the “Computation of Low Bid” Sheet on page 37 and **REPLACE** it with ATTACHMENT C.

ITEM 2: ANSWERS TO POSED QUESTIONS

Q1. The 4th paragraph on page 2 gives instructions for what pricing should be enclosed in the sealed envelope - and asks for a “unit price (cost of bus per day)” while 1. Basic Contract on page 25 only has a space for a base price per year, not a unit price. Please clarify.

A1. See Revised Bid Form – Attachment B

Q2. Alternate B on page 25 references Bus Monitors. For planning purposes, please indicate how many monitors have been used in past years.

A2. Presently, monitors are used on (4) 32-passenger vehicles, only on days that the preschool program runs (Tuesday - Friday).

Going forward, monitors will be used on (5) 28-passenger vehicles, only on days that the pre-school program runs (Tuesday – Friday, subject to change).

See Computation of Low Bid: required on five (5) 28-or larger passenger school buses to cover Tier 4 – Pre-k (Tuesday – Friday).

Q3. Alternate C on page 25 references Summer Program. For planning purposes, please indicate how many routes and number of vehicles have been used for this program in past years.

A3. This past summer we used 7 school buses for the 20-day summer programs.

Q4. The specifications seem to be silent regarding fuel – do we assume that the Contractor is responsible for all fuel purchases? If this is the case, mileage information is critical. Please provide route miles for all daily routes, ideally from terminal to terminal (both live and deadhead miles).

A4. Yes, the Contractor is responsible for fuel purchases. Total estimated route mileage based on current routes, from terminal to terminal; 1,321 miles per day. The location of the ‘terminal’ is contingent upon the terminal location chosen by the vendor.

Q5. Drivers & Monitors

Please provide a wage scale showing what each current driver/monitor earns per hour.

Are drivers/monitors unionized? If so, please provide the name of the Union and the CBA.

Do drivers/monitors receive healthcare/dental/vision benefits? If so, how much does the current contractor contribute toward these plans?

How many holidays/sick days/other PTO days do the drivers/monitors get?

Do the monitors have a guaranteed number of hours/day?

A5. The current Contractor is required by law to compensate its employees based on the published Prevailing Wage Rates- MGL CH. 149 § 26-27; MGL CH. 151 § 1A; MGL CH. 149 § 148.

The current wage rates applicable to this contract are found at: www.city.waltham.ma.us/bids

The City does not employ the contractor’s staff. They are private employees and as such, the City is not privy of the required information.

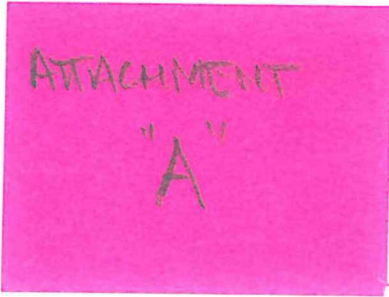
End of Addendum 1

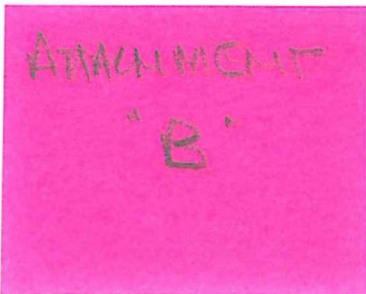
ATTACHMENT A

B. SEATING CAPACITY

The vehicles used in the execution of this contract shall comply with the per vehicle seating capacity, as indicated in the chart below.

Seating Capacity *
77 passenger or larger
28 passenger or larger
* seating capacity of the school bus: based on the number of persons that can safely fit into a school bus seat (generally elementary school students).





BID FORM FOR STUDENT TRANSPORTATION SERVICES

TO: Joseph Pedulla, Chief Procurement Officer City of Waltham

A bid, based upon terms set forth within the document is hereby submitted.

1. BASIC CONTRACT

The basic contract calls for the Contractor to provide school bus services for the transportation of students for the Waltham Public Schools for the 2020-2021 school year through the 2022-2023 school year, using thirty (30) school vehicles per day for 180 school days, as specified in pages 2 and 3.

Each vehicle will be scheduled to run three (3) routes morning and afternoon according to the time slots indicated in Article III, Section A of the Specifications. The Contractor may also be required to operate a fourth (4th) route within the allotted time period upon designation by the School Department. The bid should be based on twenty-five (25) 77-or larger passenger buses and five (5) 28-or larger passenger school buses.

No vehicle shall be used in the execution of the contract which is more than 60 months old at any time during the contract.

Base price \$ _____ per year / (30) school buses = unit price of \$ _____ (per school bus)

2. ALTERNATES

1. ALTERNATE A - Vehicles

For additions or deductions from the Basic Contract which may be implemented at the request of and discretion of the School Department.

Cost per vehicle per day for the substitution of one 77-or larger passenger vehicle to a 28-or larger passenger vehicle.

Cost \$ _____ per day

2. ALTERNATE B – Bus Monitors

Certain routes may require the use of a monitor. The cost of a monitor will be calculated on an hourly rate.

Rate \$ _____ per hour

NOTE All invoices must include hours worked, number of days, and hourly rate for each monitor.

3. ALTERNATE C - Summer Program Transportation

The School Department may require transportation services for its Summer Program for approximately 20 days during the period of June 15 to August 14. The exact schedule, routes and number of vehicles are determined annually.

Rate \$ _____ per hour



COMPUTATION OF LOW BID

The City will determine the low bid offer by adding the vendors' offers made on the Basic Contract plus the estimated cost for Bus Monitors, as calculated below using the vendors' offer made on the ALTERNATE B-Bus Monitors, as reported in the BID FORM FOR STUDENT TRANSPORTATION SERVICES and reproduced in this page.

1. BASIC CONTRACT

The basic contract calls for the Contractor to provide school bus services for the transportation of students for the Waltham Public Schools for the 2020-2021 school year through the 2022-2023 school year. Contractor shall own and operate thirty (30) school vehicles per day for 180 school days, as specified in pages 2 and 3.

The following bid is based on twenty-five (25) 77-or larger passenger school buses and five (5) 28-or larger passenger school buses. No vehicle shall be used in the execution of the contract which is more than 60 months old at any time during the contract.

\$ _____ per year / (30) school buses = unit price of \$ _____ (per school bus)

2. ALTERNATE B – Bus Monitors

Certain routes may require the use of a monitor. The cost of a monitor will be calculated on an hourly rate.

Rate \$ _____ per hour

Estimated cost per year for Bus Monitors; required on five (5) 28-or larger passenger school buses to cover Tier 4 – Pre-k (Tuesday – Friday).

Number of buses	5
* Estimated # of Pre-k school days	152
* Bus Monitor rate per hour	\$ _____ (from above)
= Estimated cost for Bus Monitors	\$ _____ per year

LOW BID COMPUTATION = 1. BASIC CONTRACT plus 2. ALTERNATE B – Bus Monitors

Total \$ _____ per year