

Vendor Q&A for School District Joint Transportation Services RFP

Introduction This document contains the questions submitted by prospective vendors and the corresponding answers provided by the school districts. The purpose is to ensure clarity and transparency in the RFP process. This document was last updated on **9/8/2025**

General Instructions Please review the questions and answers carefully. If you have further questions, contact any of the school representatives from Jefferson-Morgan, Carmichaels Area, or Central Greene School Districts.

Question: Will the RFP include a pricing sheet for bidders to submit with their proposals?

Answer: Yes. A pricing sheet template has been provided so all bidders use the same format for pricing, which will allow the districts to evaluate the 20% Costs section of the Proposal Evaluation consistently. The template can be accessed here: [Pricing Sheet Template – Google Sheet/Excel](#).

Per the RFP, there are 69 total daily routes and 4 daily Greene County CTC runs. These are reflected in column B of the sheet. It is possible some of the minibuses for Central Greene SD and Carmichaels Area SD are Wheelchair buses. If so, vendors will need to adjust the quantities for those vehicle types (lines 7 + 8). The sheet also assumes the “2 vans” for Carmichaels Area SD are minivans, but that is not yet confirmed.

Any questions regarding the pricing sheet should be directed to the districts for clarification.

Question: The RFP requests the proposal includes a "Non-Collusion Affidavit" but there is not one included.

Answer: Yes, a Non-Collusion Affidavit is required. A template has been provided for vendor use. Please access and download the affidavit here: [Non-Collusion Affidavit Template – Google Doc](#). All vendors must complete, notarize, and submit the affidavit with their proposal.

Question: Would the PA client list suffice for the requirement — "Client list with contact information and years of service"?

Answer: Yes, a Pennsylvania client list with contact information and years of service will meet this requirement. Vendors are encouraged to provide a comprehensive list of current and past Pennsylvania school district clients to satisfy the request.

Questions for - Carmichaels Area School District
JOINT TRANSPORTATION RFP - CONTRACTED DAY-TO-DAY SCHOOL BUS
TRANSPORTATION
September 3rd, 2025

1. Please provide a complete list of all routes with start and end times and total driver hours for the day. The list should also include mileage, vehicle type, passenger count, and any special equipment needed (Wheelchair lift; Air Conditioning). The routing system of the current contractor will produce a report with this information. - **We do not use a routing system in the district. Our routes are on the website in the Family Gram for the 2025-2026 school year. I am emailing a copy.**
2. Please provide a list of the fleet being used by the current contractor including model year, what type; Type I (big bus), Type II (mini bus), van along with the seating capacity of each and if any special equipment (Wheelchair lift, Air Conditioning, etc). **I am attaching the prior year PDE 1049**
3. Can you please confirm there are a total of 20 daily AM/PM routes? **We have 11 district buses, 3 non-publics, and 4 placement runs. That does not include the CTC mid-day run.**
4. Can you please confirm the times of the day when the “2 mid-day CTC buses” run? Are these run every school day, all 176 student days? **This district school calendar for the 2025-2026 school year is 176 student days. We are permitted 5 flexible instruction days. The CTC operates on the CTC calendar. In addition, we transport the non-public schools on the adopted calendars.**
5. Can you please confirm the “11 buses” are 72 passenger buses? **Our current fleet is 72 passengers.**
6. Are any of the “7 mini-buses” wheelchair buses? If so, how many are wheelchair buses? **We have one wheelchair.**
7. Can you please confirm if the “2 vans” are minivans or are they transit type vans (9 passenger vans)? **Our vans are 7 passenger with one transit van.**
8. Please provide a copy of the current contract including the rates that will be charged for the 2025-2026 school year. **I am attaching the current agreement.**
9. Please provide a 4-month sample of invoices that demonstrate how the rates are applied. Please include March, April & May of 2025. Also, July or August 2025 to show summer school invoices. **I am emailing copies.**
10. Please provide an estimate of summer school transportation needs including type of vehicles used, passenger counts, number of routes and number of days operated. **Attached**

11. Please provide the extracurricular trip (Athletic and Field Trip) volume for the 2024 –2025 school year. The total cost for the year the district spent for these trips. **Attached**

12. Has the District charged Liquidated Damages to the current contractor? If so, how much annually? **N/A**

13. Did the current contractor have any driver shortages in the 2024-2025 school year? If so, how many drivers were they short on average? **I have not had any driver shortages.**