



ADDENDUM: 2026 York Suburban RFP Question and Answers

- 1. Please provide the current contractor's invoices received since the beginning of the current school year. Also include June, July, and August 2025 to show all summer school routes that were done.*

A - Decline to provide invoice copies.

We ran 8 vans for 13 days in July and

We ran 1 van for 15 days in July

- 2. How many routes operate in the summer? What type of vehicles are used? How many days do they operate for?*

A - The number of routes and vans used for ESY depends on the number of students offered the program. The number of students offered the program is dependent on their educational needs. ESY runs from a date later in June to the end of July. (approximately 6 weeks)

- 3. Will summer programs or extended- year services be required?*

A - Yes

- 4. Can you provide a copy of the current vendor contract with all amendments? Does the district currently contract with another vendor or the daily LIU for any daily routes?*

A - York Suburban School District currently has a contract with Faithful Transport and also uses the LIU. We also have contracts in place with Assist Services and Ever Driven for additional as-needed service if our regular providers are unable to provide transportation. We have not utilized these in the past two years.

Contracts are approved by our Board and are listed on our agendas. They are searchable on our [website](#).

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5. Can the upcoming school calendar be provided?

A - The 26/27 school calendar has not yet been approved by the school board and is not available. The 25/26 calendar provided is similar to what is currently being considered.

6. Has the District charged Liquidated Damages to the current contractor? If so, how much annually?

A- N/A

7. Please provide the extracurricular trip (Athletic and Field Trip) volume for the 2024 -2025 school year. The total dollar amount for the year (7/1/2024 to 6/30/2025) the district spent on these trips with the current contractor.

A – The approximate total cost for Athletic trips was \$109,850 in 24-25. Field trips are covered by our PTOs and vary year to year based on trips taken. Currently, school day field trips are usually required to leave after all students are delivered and return prior to afternoon runs. Exceptions do apply, or alternate transportation is acquired.

8. Regarding the trips that are not covered in the Athletic runs, how many trips per year does the District usually run? What is the average length of trips in terms of hours and miles?

Declined to answer

9. The pricing page asks for pricing on Activity Bus Runs. The district's website states 2 buses run on Tuesdays, Wednesdays, and Thursdays for 1 hour each. Can you please confirm this is for every week of the school year, 78 days each year? If not, what is the activity run schedule?

A - The school district runs two activity buses every week (except Thanksgiving and Christmas breaks) on Tuesday, Wednesday, and Thursday.

10. The pricing page asks for pricing for Middays. How many middays are there? Do they run all 182 days of the year? If not, how many days per week do they run? Are they 1 hour each? What type of vehicles are used for the middays?

A - Midday runs vary based on the needs of the student population and the various schools' schedules.

11. Can we get the proposal and pricing pages in Word format so we can complete them electronically?

A - They are attached to the email and posted on the website.



12. Please provide a complete list of all routes included in this RFP with start and end times, miles, and the total driver hours for the day. The list should also include vehicle type and vehicle passenger capacity.

A - We cannot post or distribute routes for security reasons.

Routes do change from year-to-year as they are dependent on the student population and the school they attend.

Currently, York Suburban School District is running 24 buses (all 77 capacity full-size buses), 23 vans (9 passenger vans), and 1 W/C van.

Total District approximate annual miles 429,225. The most miles on one vehicle was 166miles, the least 13miles. Approximate average miles of all vehicles is 56 miles

Earliest pick up time 6:48 am, latest drop off time 4:32 pm

In District Shortest route: Bus 1 Valley View Elementary 8:20 am-8:40 am

In District Longest route: Bus 26 York Suburban Middle School 2:55 pm-3:45 pm

13. Please provide a list of the fleet being used for the 2025-26 school year by the current contractor, including model year and type: Type I (big bus - 77 passenger), wheelchair van, and 9 passenger transit van. This list should also include the Bus and Van # so we know what type of vehicle is used on each of the routes.

A - Buses being used are all 77-capacity buses. Buses range from 2018 to 2025 in model year.

B - Passenger transit vans are all Ford Transit vans, 9 passenger, ranging from 2017-2024 in model year.

14. Did the current contractor have any driver shortages in the 2024-2025 school year? If so, how many drivers were short on average? If they are currently short of drivers for this school year, how many on average? Are they running all routes as required?

A - All routes have been covered for all school years, and all routes are running as required.

15. Are the current drivers represented by a Union? If so, can you please provide the CBA (Collective Bargaining Agreement). If not, can you please provide the current driver pay rates for this school year? What are the driver's minimum daily guaranteed hours? Are the staffing positions referenced



in the sample contract minimum required roles?

A - No, they do not have a union. Their pay range is competitive in the York County market.

16. How many Aides or Monitors is the current contractor providing this school year? How many routes require aides or monitors?

A - Currently, York Suburban is using 2 aides this school year; that number can fluctuate during the year. The number required will change depending on the needs of the student population.

17. How many cameras per bus does the District require? What are the district's expectations for vehicle camera systems and two-way radios (e.g., type or other specifications)?

A - Currently, the school district has 4 camera views per bus; we also have cameras on all of the vans as well. These are supplied by the contractor. The radio system is supplied by the contractor.

18. Does the district operate a dedicated radio frequency that contractors may use?

A - The radio system that is used is supplied by the contractor. The district does not operate a dedicated radio frequency.

19. The RFP states on page 12, "Contractor is required to provide a transportation office and a terminal facility within the District's boundaries." – Is this an absolute requirement? Would the district accept the fleet is parked in York or within 5 miles of the district borders?

A - While the District may consider a terminal facility outside District boundaries, the location will be a key factor in the "Best Value" evaluation for two primary reasons:

1. Operational Safety & Reliability: Proximity to the District is critical for emergency response. In the event of a mechanical failure, accident, or driver emergency, a terminal within or near District borders ensures that a spare bus and replacement driver can reach students in minutes. A facility 5+ miles away significantly delays the District's ability to respond to roadside emergencies and safely complete student transport.

2. Fiscal Impact: "Deadhead" mileage (the distance between the terminal and the first student pick-up) negatively impacts the District's state transportation subsidy. The District will not pay for fuel, maintenance, or driver time for any mileage incurred outside of student transport routes.

Requirement: Bidders proposing a location outside District boundaries must provide a



service recovery plan demonstrating how they will meet a 15-minute response time for emergency vehicle swaps or personnel replacements within the District.

Bidders must clearly demonstrate in their cost proposal how these non-reimbursable costs are accounted for to ensure no financial impact on the District's state transportation subsidy.

20. *The RFP requests an average age of 5 years for school buses with a maximum route bus age of 10 years. The cost of a bus is approximately \$150,000, almost double over the last 10 years. As a cost savings for the District, would the District consider an average age of 6 years and a maximum route bus age of 12 years? Will the district accept alternative pricing for a longer term than 3 years, so better pricing can be provided?*

A: The District acknowledges the rising capital costs of equipment. To ensure the best value, the District provides the following guidance on fleet age:

1. Base Proposal: **Bidders must submit a base proposal meeting the original requirements (5-year average age / 10-year maximum age).**

2. Alternate Proposal: **The District will accept an alternate proposal for a 6-year average age and a 12-year maximum age. However, this alternate fleet age must be paired with the 5-year contract term to be considered.**

3. Evaluation Factor: **Bidders are advised that the Pennsylvania Department of Education (PDE) transportation subsidy formula reduces the vehicle allowance for older equipment. When evaluating "Best Value," the District will calculate the projected loss of state subsidy associated with an older fleet and add that "hidden cost" to the bidder's daily rate to determine the true cost to the taxpayers.**

21. *Would the district consider a longer initial contract term given capital investment requirements?*

A: The District's base solicitation is for a three (3) year term. However, the District recognizes the significant capital investment required for a new fleet. The District will accept an alternate proposal for a five (5) year initial term. Bidders are encouraged to provide pricing for both options to allow the District to perform a cost-benefit analysis.

22. *Will the district accept alternate proposals?*

A: The District will accept alternate proposals, provided that a base proposal (meeting all original RFP specifications, including the 3-year term) is also submitted.

An "Alternate Proposal" may include, but is not limited to:



- A longer contract term (e.g., 5 years) to offset capital costs.
- Alternative fleet age requirements.
- Innovative technology or fuel solutions (e.g., electric or propane).

Requirement: Any alternate proposal must be clearly labeled as "ALTERNATE" and must include a summary of the cost-savings or operational benefits to the District compared to the base bid.

The District will evaluate proposals based on the best overall value for the taxpayers. While the 3-year term is the baseline, the District will perform a comparative analysis of the 5-year alternate proposal. The decision to award a 3-year or 5-year term will be based on:

1. **Annual Savings:** The percentage reduction in daily rates offered in the 5-year model versus the 3-year model.
2. **Fleet Age:** Whether the longer term allows the contractor to provide a newer or more technologically advanced fleet.
3. **Budget Stability:** The District's long-term financial projections and the benefit of locking in rates to avoid market volatility.

The District reserves the right to select the term length that best aligns with its long-term strategic and fiscal goals.

23. *The pricing page asks for pricing for 'Mini-Bus Transportation', but the RFP does not require any Mini-buses. Can this please be replaced with the 1 wheelchair van route? Is the MINI BUS listed as the '1 wheelchair van'?*

A - We would consider using a wheelchair van on the route. However, just because we are not currently using a mini-bus doesn't mean we might not have a need for a non-wheelchair mini-bus in the future, and we would like to know the pricing of all the vehicles listed, as needs change year-to-year and throughout a school year.

24. *We understand the district would like to see pricing on the 23 van routes, but may not award the 23 van routes to the awardee of the 24 school bus routes. Including the revenue for all 48 routes of the RFP, including the 23 van routes, helps us provide the district with the best possible prices. If we cannot account for the revenue for the 23 van routes, then the price for the 24 school bus routes will be much higher.*

A - The language cited on Page 29 is intended to provide the District with necessary flexibility for 'overflow' situations—specifically for specialized out-of-district needs or instances where the primary contractor reaches capacity. Furthermore, the 'Alternate Bids' sheet is specifically designed for vendors who wish to bid *only* on supplemental services,



such as after-school, field trip, or athletic events. It is the District's intent to award the core route package to the successful primary bidder.

Bidders may submit a 'combined award' discount or specify that their pricing is contingent upon the award of both the bus and van components.

*Will the district please consider removing this from page 29 of the RFP "The Board also reserves the right to award only those areas of the Proposal that offers the District the best value. For example, the Board may award the bus transportation to one Contractor while offering the van transportation component to another Contractor." and this from the pricing pages " * The District shall have the ability to select another vendor to provide van transportation, including the LIU." ?*

A - The District declines to remove this language; however, we provide the following clarification: The District intends to award the core "day-to-day" home-to-school transportation (inclusive of the 24 bus routes and 23 van routes) to a single primary contractor. While these numbers represent the District's current needs, they are estimates and subject to slight fluctuations based on annual enrollment.

The contested language is maintained solely to ensure the District has the necessary flexibility to utilize alternate providers (such as the LIU) for specialized out-of-district placements, overflow capacity, or instances where the primary contractor is unable to fulfill a specific request. Bidders are encouraged to provide pricing based on the total volume of the primary route package. As noted in the pricing instructions, bidders may also specify if their pricing is contingent upon the award of both the bus and van components.

If not, will the district consider removing the 23 (9) nine-passenger van routes from the RFP, and put out a separate RFP for these van routes?

A - No, we will not remove the request for van routes from the RFP.

Can we provide daily rates with and without the van routes?

A - Yes, you can provide rates this way.

25. For SCHEDULE A – 2025-2026 BUS ROUTE MILEAGE REPORT -

For the 46 bus AM + PM runs, are they all tiered in order? For example, is runs 1 + 2 the same bus, runs 3 + 4 the same bus and so on? Does each vehicle do more than one of the "runs" shown on Schedule A? If so, can you indicate how the runs are paired?

**A - Example: Bus 1 runs an a.m. middle school run and then an a.m. elementary run.
Bus 2 runs an a.m. middle school run and then an a.m. elementary run.**



Bus 3 runs an a.m. non-public run and another a.m. non-public run.

Bus 4 runs an a.m. high school run and then an a.m. elementary run.

The run assignments in the a.m. are then the same run assignments in the p.m.

Buses cover two runs, a secondary and an elementary run. A bus will run the same route in the a.m. and the p.m.

26. For the 28 van AM + PM runs (and 1 PM only), which ones are tiered together? If 23 vans, then 5 runs must tier with another run.

A - Please see the example in question 25.

27. On page 16 it states - "The Contractor shall provide a sufficient amount of spare buses and vans on its facility in the amount of 10% of the regular bus and van fleets for breakdowns, preventative maintenance, accident-damaged vehicles, and if awarded, athletic trips and field trips. Under no circumstances shall the number of spare buses be less than five and number of spare vans be less than three."---- This is conflicting language on the number of spares required. 10% spares for 24 buses is 26.4 buses.

Are 3 or 4 spare buses okay? Or is it required to have 5 spare 77 passenger buses? There is a significant cost to have spare buses.

Would the district be willing to accept 72-passenger Type C buses instead of 77-passenger Type C buses?

A: The District provides the following clarifications regarding fleet requirements:

1. Spare Fleet Requirements: The District clarifies that the contractor must maintain a spare ratio of 10% of the active fleet OR a flat minimum of five (5) buses and three (3) vans, whichever is greater. > For the current 24-bus requirement, the contractor must maintain at least five (5) spare buses on-site. The District's volume of mid-day athletic trips, field trips, and the geography of our routes require this minimum to ensure zero "open" routes and consistent service. The cost of these spares should be amortized across the daily route rates.

2. Bus Capacity (72 vs. 77 Passenger): The District will not accept 72-passenger buses in place of 77-passenger buses for the core fleet. Our current route densities are maximized for 77-passenger capacity; reducing this capacity would require the District to add more routes, increasing the total cost to taxpayers and complicating scheduling. All proposed Type C buses must be 77-passenger units.

28. Will there be a requirement for the district to rent vans or other vehicles from the contractor?



A - No, there is no requirement. But the District would like to have that as an option.

29. 1. Section 4.5 – General Terms and Conditions; page 7. Can you clarify the RFP statement, "The Pennsylvania Department of Labor & Industry Prevailing Wage regulations and requirements are applicable to this work." It is our interpretation that those regulations do not apply to pupil transportation.

A - The District clarifies that the Pennsylvania Prevailing Wage Act (and its associated wage predeterminations) does not apply to pupil transportation services. The language in Section 4.5 is general boilerplate for District contracts involving "public works" (construction/repair) and is not applicable to the bus and van driver classifications in this RFP. Bidders are responsible for complying with all other applicable state and federal labor laws, including the Fair Labor Standards Act (FLSA) and the Pennsylvania Minimum Wage Act.

30. Would the District consider making the performance bond requirement a separate cost from the daily rates? This would allow the District to have the benefit of a proposer qualified for bonding while giving the District the option to choose to spend this money based upon final award.

If the District elects not to require a performance bond, it could potentially save the District approximately \$17,500 to \$37,500 per year using bond rates of 0.7% to 1.5% on an estimated annual contract cost of \$2,500,000. The District and many other York County School Districts have followed this practice during the RFP process and ultimately decided not to require a performance bond once the District has made a final award.

A - The District will accept the proposal to list the Performance Bond as a separate, annual line-item cost rather than embedding it into the daily route rates.

Bidders should provide the annual cost for a performance bond at 100% of the contract value. The District reserves the right, at its sole discretion, to determine annually whether to require the bond or to waive the requirement. If the District elects to waive the bond for a specific year, the District shall not be invoiced for that line item.

31. What performance standards will be tracked (on-time performance, safety metrics, complaint resolution)?

A - The District expects a high standard of service and will monitor the following performance categories:

- On-Time Performance: Defined as arrival at all school buildings no later than 5 minutes before the start of the school day and departure within the designated dismissal**



window.

- **Safety Metrics:** Monitoring of GPS data for speeding or erratic driving, completion of all mandatory state inspections, and documentation of monthly safety meetings for drivers.
- **Driver Training & Professional Development:** The District requires evidence of ongoing training beyond the state-mandated minimums. This includes:
 - **Student Management:** Training on de-escalation techniques and positive behavioral interventions.
 - **Special Education:** Sensitivity and equipment training (e.g., wheelchair tie-downs, lift operation) for drivers and aides assigned to specialized routes.
 - **Emergency Preparedness:** Annual participation in bus evacuation drills and emergency response protocols specific to the District's safety plan.
- **Customer Service & Complaint Resolution:** Timeliness and effectiveness of responses to parent and school administrator concerns. The District expects a 24-48 hour turnaround for initial responses to non-emergency complaints.
- **Staffing Levels:** Maintaining a full roster of regular drivers and "spare" drivers to ensure all routes are covered without interruption.

These metrics will be reviewed during scheduled performance meetings. Consistent failure to meet these standards will be documented and factored into contract retainment, future renewals, and the District's assessment of the contractor's "Responsible" status for future awards.

32. Will the district conduct periodic audits or inspections of vehicles and operations?

A - The Director of Transportation or designee will conduct visits to the depot to ensure the safety and reliability of operations.

33. Would the District accept the following insurance structure which is more typical of transportation contractors and consistent with the current policy with the District:

a. \$3MM per occurrence change to \$1MM occurrence/\$2MM aggregate. The \$3MM per occurrence is not a standard transportation request; many transportation insurance carriers do not even have \$3MM per occurrence filed. Our recommended change provides a constant match to auto limits which is usually a \$1MM occurrence, and we believe it does not add any risk to the District, as auto is the biggest risk in a contractor's business, not general liability.

b. \$1MM uninsured/underinsured motorist to remove the requirement all together. Most transportation providers do not provide this level of coverage due to the "lottery ticket" opportunity it provides a driver to collect funds from the contractor for accidents that are not the contractor's fault. There is no exposure to changing this



coverage for the District.

c. Umbrella Coverage - \$10,000,000. The current umbrella market is very challenging and costs of this coverage have skyrocketed. Would the District consider an umbrella coverage of \$4,000,000 which would give total coverage of auto liability and umbrella coverage of \$5,000,000. This coverage limit is normal for school bus contractors in Pennsylvania and is consistent with all of our other York County school transportation contracts including the current York Suburban School District contract.

A: The District has reviewed the request regarding insurance modifications and provides the following response:

- **General Liability: The District will accept a revised limit of \$1,000,000 per occurrence / \$2,000,000 aggregate, provided that the Umbrella/Excess policy sits on top of these limits.**
- **UM/UIM: The District will allow the removal of the \$1,000,000 Uninsured/Underinsured Motorist requirement, as this coverage primarily protects the contractor's assets and personnel.**
- **Umbrella/Excess Coverage: The District recognizes the current volatility in the insurance market. We will reduce the Umbrella requirement from \$10,000,000 to \$5,000,000, bringing the total underlying and excess liability coverage to a minimum of \$6,000,000.**

ADDITIONALLY:

- **Sexual Misconduct & Abuse (SAM): The District requires a minimum of \$1,000,000 per occurrence / \$2,000,000 aggregate for Sexual Misconduct and Molestation. This coverage may be provided via a standalone policy or a specific endorsement to the General Liability policy. The Umbrella policy must provide excess limits over this layer.**

Bidders should ensure their pricing reflects these adjusted insurance requirements.

34. What transportation software does the school district currently use?

A - Transfinder

35. Are electronic reporting systems (e.g., inspections, route performance) required?

A- Electronic routing software is required.

36. What are the fueling procedures and designated fueling locations?



A - The contractor would provide their own fueling station for buses; the district would provide the fuel. Fuel cards are used for vans with a checks and balances system.

37. Are fuel storage tanks being provided by the district?

A - No, the district does not provide fuel storage tanks.

38. Does the contract allow annual adjustments for labor, insurance, fuel, or material costs?

A - The District provides the following clarification on price adjustments:

- **Fuel:** As stated, the District provides fuel; therefore, no fuel-related price adjustments or surcharges will be permitted.
- **Labor, Insurance, and Materials:** For the initial term of the contract, bidders should provide fixed annual pricing as requested in the Quotation Form. However, the District recognizes the volatility in labor and insurance markets.
- **Negotiated Adjustments:** For any contract extensions beyond the initial term, or in the event of extraordinary state-mandated changes (e.g., new legislative requirements), the District reserves the right to negotiate adjustments based on the Consumer Price Index (CPI-U) for the Northeast Region or a similar mutually agreed-upon index.

Bidders should ensure their multi-year pricing reflects their anticipated cost increases for the duration of the initial term.

39. Will the district hold interviews, site visits, or negotiations before final award?

A - The District reserves the right to conduct interviews or request site visits at its discretion during the evaluation process. While the District does not intend to hold formal interviews for all proposers, references will be thoroughly checked.

Regarding negotiations, the District reserves the right to enter into discussions with one or more proposers to clarify technical aspects of the proposal or to seek the "best and final" terms that provide the greatest value to the District. Any such negotiations will be conducted in a manner that maintains the integrity of the competitive process and ensures all qualifying proposers are treated fairly.



ACKNOWLEDGMENT OF RECEIPT

Addendum #1: Pupil Transportation Services RFP

York Suburban School District

The undersigned hereby acknowledges receipt of Addendum #1, dated January 16, 2026, for the York Suburban School District RFP for Pupil Transportation Services.

The proposer further acknowledges that the clarifications, additions, and changes contained in this Addendum have been reviewed and are fully incorporated into the submitted Proposal.

This signed page must be included in the Proposer's final submission packet.

Name of Proposing Firm: _____

Authorized Representative Name: _____

Authorized Representative Title: _____

Signature: _____ **Date:** _____