

# CLARIFICATION # 1

## RFP #8245 ATHLETIC TRAVEL AND CHARTER BUS SERVICES

**TO:** All Bidders

**NOTICE:**

The following clarification is in response to questions submitted. The information contained herein supplements and/or supersedes the specific parts of the documents referred to in each item and shall be attached and becomes a part thereof. All other provisions shall remain in full force and effect as set forth on the original documents.

### NON-COMPLIANCE WARNING

Incomplete, unsigned, modifications of forms or missing forms will **disqualify the proposal in its entirety**. The College will not request or accept corrections, substitutions, or supplemental forms after the submission deadline. Please **triple** check all your bid documents before submission.

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**Question 1:** Can the College please clarify the reason for issuing this solicitation as a rebid, particularly given that a similar procurement was recently completed?

**Answer:** Essex County College reserves the right to reject any and all bids in accordance with applicable procurement policies.

**Question 2:** We currently operate 54-passenger yellow school buses. Would vehicles of this type be considered acceptable for use under this contract?

**Answer:** Please refer to Page 4 under Vehicle Services for applicable requirements and conditions regarding vendor eligibility and vehicle requirements.

**Question 3:** Is this solicitation separate from the bid that was submitted last week, or will prior submissions be considered as part of this process?

**Answer:** This solicitation is considered a separate procurement process. Vendors should submit responses in accordance with the requirements outlined in this RFP #8245.

**Question 4:** What was the approximate number of trips and charter services procured by the College in the previous year?

**Answer:** Data regarding the total number of trips and charter services procured is not available at this time.

**Question 5:** How many transportation vendors did the College utilize in the prior contract period?

**Answer:** The College contracted with three (3) primary vendors and utilized two (2) additional vendors on an as-needed basis.

**Question 6:** What specific vehicle details should be included in the “Detailed Description of Bus” section (e.g., make, model, year, amenities)?

**Answer:** Vendors should provide any relevant vehicle details (e.g., make, model, year, capacity, amenities); no specific format is required.

**Question 7:** Will the College permit a national company to submit a bid if it utilizes an affiliate or partner network of transportation providers, provided the company assumes full responsibility for managing, coordinating, and paying those providers, despite not owning the vehicles directly?

**Answer:** Please refer to Page 4 under Vehicle Services for applicable requirements and conditions regarding vendor eligibility and vehicle requirements.

**Question 8:** Could the College please clarify what is meant by the “daily rate”? Specifically, how many hours are included in the daily rate? Is this rate intended for local or long-distance travel? How does the daily rate differ from the minimum charge?

**Answer:** Daily rates are defined by each vendor’s standard practices. Vendors should specify included hours and how their daily rate differs from their minimum charge.

**Question 9:** Please clarify the application of the overnight rate: Is the overnight rate applied on a per-day basis? What is the general distance range for overnight trips? Are these trips typically single-night or multi-night in duration?

**Answer:** Overnight trips vary based on the College’s needs and may take place both within and outside the state. The College will provide trip details via an intake form, and vendors will price accordingly. Trips may be single- or multi-night.