

**ADDENDUM #1**

**RFI #21-SEH-007**

**TO: All Offerors**  
**FROM: Sara Harvey, Purchasing Agent**  
**DATE: December 22, 2020**

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This Addendum is issued to provide information to all prospective offerors.

1. **Question (Q):** Are you primarily looking for just Fleet Management, or are you looking to replace your routing software as well?

**Answer (A):** We are interested in all options.

2. **Question (Q):** Is your intent to expand the GPS system on all your contractor owned buses? Would it be beneficial to walk through all the features available through your existing hardware solution, or should this all be included in our response to your RFI?

**Answer (A):** Please include all options in the response to the RFI.

3. **Question (Q):** What is your current GPS hardware and software?

**Answer (A):** GPS currently is Synovia on special needs buses only.

4. **Question (Q):** If you choose a vendor that supplies GPS equipment, are you going to be replacing your existing hardware?

**Answer (A):** No decisions have been made at this time. The purpose of this RFI is for research and to explore all options moving forward.

5. **Question (Q):** Are you able to purchase these items through an approved vendor of TIPS and eliminate the RFP process?

**Answer (A):** We are currently in the research phase of the solicitation process. A decision regarding the solicitation method has not been determined.

6. **Question (Q):** Due to the upcoming holidays, holiday schedules, vacations, and closures, would you kindly consider a 1-week extension on the due date of the RFI response?

**Answer (A):** Yes, the deadline for the RFI has been extended and is now due by January 13, 2020 by 2:30 PM local time.

7. **Question (Q):** Who is the existing GPS vendor for the 114 HCPS buses? Do they use CalAmp hardware?

**Answer (A):**  
Synovia and yes, they use CalAmp hardware.

8. **Question (Q):** What is the full GPS hardware part #? Are they CDMA devices that need to be replaced?

**Answer (A):** Synovia tablet based systems and they do not need to be replaced.

9. **Question (Q):** What GPS vendors do your contractors use? Please provide any vendors with significant units for the purpose of potential integration of this data.

**Answer (A):** Currently none that is with the county, individually they may use it to monitor there fleet however, the county has no accountability.

10. **Question (Q):** Which companies currently provide HCPS routing software, GPS (live), bus camera's, and school planning software?

**Answer (A):** Routing software is provided by Transfinder, GPS is provided by Synovia , camera systems are provided by Angel Trax and we currently have no school planning software.

11. **Question (Q):** Will HCPS consider bus camera systems with stop arm cameras as a component of this total fleet management solution?

**Answer (A):** Yes, in conjunction with approval by the Sheriff's Office.

12. **Question (Q):**

- Does HCPS prefer one overall vendor for this project or may multiple vendors jointly "partner"?
- If one vendor is desired please specify if "sub-contracting" one or more components is permitted.
- If multiple partnered vendors supply for this project please specify if they have separate contracts with HCPS.

**Answer (A):** The purpose of the Request for information (RFI) is obtain feedback from suppliers. Feel free to propose your firm's best solution as detailed in the scope of work. A contract will not be awarded in response to this advertise.

13. **Question (Q):** Will HCPS select separate vendors for routing and GPS who don't submit a joint proposal?

**Answer (A):** No decision has been made at this time as we are currently evaluating all possible options.

14. **Question (Q):** What is the anticipated length of this project if an RFP and or contract is ultimately issued?

**Answer (A):** The purpose of this solicitation is to conduct market research and a contract will not be awarded through this process.

15. **Question (Q):** What is the anticipated project implementation if an RFP is issued?

**Answer (A):** The purpose of this solicitation is to conduct market research. We are in the planning phase and a determination has not been made regarding the solicitation methodology.

16. **Question (Q):** How many staff members will require either "admin" or "write" access for routing purposes?

**Answer (A):** We would request an unlimited number of access with an ability to designate what permissions each user has.

17. **Question (Q):** How many staff members will require either "admin" or "write" access for mapping purposes?

**Answer (A):** We would request an unlimited number of access with an ability to designate what permissions each user has.

18. **Question (Q):** How many staff members will require either "admin" or "write" access for school planning purposes?

**Answer (A):** We would request unlimited number of access with an ability to designate what permissions each user has.

19. **Question (Q):** Under section 1 you reference items that need to be available for parents via website. Will the ability for them to GPS "track" the bus assigned to their child also be required?

**Answer (A):** We would like both the information for the website and a parent app for tracking.

20. **Question (Q):** Can you please define what HCPS planning units are?

**Answer (A):** Options for realignment and scenarios for realigning boundaries

21. **Question (Q):** Can you provide the Synovia / CalAmp GPS unit complete part # -- example LMU42C4V1-G1000?

We are asking because we may be able to utilize your existing equipment and save HCPS on hardware costs.

**Answer (A):** The purpose of this RFI is for market research and thus all pricing should be estimates, please price for all options. More specific information can be provided in the future if a solicitation is issues.

22. **Question (Q):** When do current vendor contracts for routing and GPS expire? If either contracts have renewal options remaining please provide term(s) length available.

**Answer (A):** Routing contract is expired now and GPS has 4 more years for the special needs bus fleet.

23. **Question (Q):** The RFI text says the “HCPS presently uses computerized routing software to plan bus trips.” Can the HCPS tell us which vendor’s software is currently used for routing?

**Answer (A):** Transfinder

24. **Question (Q):** Can the HCPS explain or comment upon why it is seeking a possible replacement for its current routing system? For example, are there deficiencies in the current system, or a dissatisfaction with the level of service provided by the vendor?

**Answer (A):** The current system is not user friendly, support response time has been an issue, the ability to work from home is problematic due to VPN issues, the parent view screen is also not user friendly. We have a limited number of licenses which also creates a concern.

25. **Question (Q):** Can the HCPS explain why, when it has a bus routing software system, this process exists: “Special needs bus routing is done manually with the assistance of no cost mapping programs.” Is this a reflection on the capabilities of the HCPS’s current routing software in regards to special needs routing?

**Answer (A):** We transport to several out of county locations and the limitations on the current software have not permitted the ability to effectively route students. Also, there are rapid changes which the current system is not conducive to changes on a regular basis.

26. **Question (Q):** The RFI makes reference to a school planning system. Is it the intent of the HCPS to operate and maintain geographic/demographic analysis software separately from what is currently used by the district’s Office of Planning and Construction? Does the transportation department have the staffing resources and expertise to engage in boundary planning/redistricting analysis and simulations?

**Answer (A):** Planning and Construction works collaboratively with the Transportation Department and would work collaboratively on any changes to boundaries, currently the information is provided to Planning and construction and they facilitate the changes in boundaries to share the information back with the county.

27. **Question (Q):** Under the heading of “School Bus Routing and Fleet Management,” there is a mention of “Two-way communication should be equipped on each bus including all spare

buses.” Can the HCPS explain how it envisions that a route management software system would communicate with buses?

**Answer (A):** We would like to explore 2-way radios that are able to interface with the emergency management system.

28. **Question (Q):** Which counties would need to be included in the system’s digital map?

**Answer (A):**  
Harford is required

Baltimore City, Baltimore County, Howard Co as optional

29. **The list of the attendees from the pre-proposal is included in Addenda 1 Attachment A**

\_\_\_\_\_  
Company

\_\_\_\_\_  
Name (Print or Type)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Note: Offeror shall sign and submit Addendum with RFP submission. The same person signing Addendum shall sign the RFP Form. Failure to submit the Addendum may deem your RFP submission as non-responsive.**

**Addendum 1 Attachment A: Pre-Proposal Attendees**

<b>RFP #21-SEH-007</b>		
<b>School Bus Routing and Fleet Management Solution</b>		
<b>Pre-Proposal Conference</b>		
<b>December 16, 2020, 11:30 am local time (local time)</b>		
<b>Name</b>	<b>Agency</b>	<b>E-mail Address</b>
Cassidy Beam	Appgarden	<a href="mailto:cbeam@app-garden.com">cbeam@app-garden.com</a>
Matt Anderson (714-788-0383)	Bus Patrol	<a href="mailto:Matt.Anderson@buspatrol.com">Matt.Anderson@buspatrol.com</a>
Binford Sloan	Bus Planner	<a href="mailto:binford.sloan@busplanner.com">binford.sloan@busplanner.com</a>
Carter Young (406-541-0921)	Edulog	<a href="mailto:cyoung@edulog.com">cyoung@edulog.com</a>
Andy Gall	Synovia	<a href="mailto:agall@calamp.com">agall@calamp.com</a>
Joe Rossi	Transfinder	<a href="mailto:Jrossi@transfinder.com">Jrossi@transfinder.com</a>
Angela Vitti	Transfinder	<a href="mailto:avitti@transfinder.com">avitti@transfinder.com</a>