

**SOUTH HUNTINGTON UNION FREE SCHOOL DISTRICT**

James Kaden Administration Office  
60 Weston Street  
Huntington Station, New York 11746

**TO:** All Prospective Proposers  
**FROM:** South Huntington Union Free School District  
**DATE:** June 7, 2022  
**RE:** **Request for Proposals**  
**Summer Transportation 2022-2023**

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**ADDENDUM # 1**

Attached please find Addendum No. 1 for your review and use.

PLEASE FAX THIS COVER SHEET TOGETHER WITH YOUR COMPANY'S NAME TO OUR OFFICE AT (631) 812-3019 AS CONFIRMATION OF RECEIPT.

**SOUTH HUNTINGTON UNION FREE SCHOOL DISTRICT  
REQUEST FOR PROPOSALS FOR  
STUDENT TRANSPORTATION  
SUMMER 2022-2023**

**ADDENDUM No. 1  
to  
SPECIFICATIONS AND PROPOSAL FORMS**

This Addendum contains modifications/clarifications to the requirements of the contract and/or the District's RFP and the specifications set forth therein. Such clarifications/modifications shall be incorporated into the contract/specification documents and shall apply with the same meaning and force as if they had been included in the original documents. Wherever this Addendum modifies a portion of a paragraph of the contract or any portion of the RFP documents, the remainder of the paragraph affected shall remain in full force and effect.

The District received the following inquiries from prospective proposers concerning the RFP. The questions received and the District's responses are as follows:

**Question No. 1: Section 2.1 (Page 9) and Section 5.4.1 (Page 13):** Section 2.1 states that three copies of the proposal will be required. Section 5.4.1 states that the Proposer is to submit one (1) original and five (5) copies of the proposal. Which is correct and which is wrong?

**Answer No. 1:** The Proposer is to submit one (1) original and five (5) copies of the proposal. Section 2.1 is hereby deleted and replaced with the following:

**"ARTICLE 2.1 INVITATION**

*One (1) original and five (5) copies of the proposer's sealed proposal for the student transportation services will be required by the Office for Business and District Operations, 60 Weston Street, Huntington Station, New York 11746, in the manner and on the date hereinafter specified for the furnishing of all drivers, bus attendants, equipment, services, buses and related vehicles required or necessary to provide contract transportation service to the South Huntington Union Free School District for the 2022-2023 school year and any authorized and approved extension of its Summer Transportation (including In and Out-of-District)."*

**Question No. 2: Section 7.1.5 (Page 18):** Are the following statements in the first paragraph of this section incorrect? Please explain: "The school year is assumed to consist of 180 days." And "Service shall begin in August or September and end in June."

**Answer No. 2:** These statements pertain to the regular school year. Please refer to the second paragraph which specifically pertains to the summer session. **This contract is for Summer Transportation for the 2022-2023 school year.** Service will begin in July and end in August as determined by the official school calendar of the school(s) to which transportation services are supplied unless otherwise specified. The Summer Transportation contract shall be performed in accordance with the summer program locations and calendars.

**Question No. 3: Section 7.3.5 (Page 20):** States that Verification of dry run completion must be 14 days after start of service, and “no later than July 1<sup>st</sup> for summer transportation or September 1<sup>st</sup> for the regular school year of each extension.” Will there be regular school year transportation required under this contract?

**Answer No. 3:** No, while the RFP provides information concerning the District’s overall home to school transportation program including the regular school year, there will not be Regular School year transportation provided under this contract. As reflected on the Proposal Forms and throughout the RFP, **this Contract is for Summer Transportation for the 2022-2023 school year.** July 1<sup>st</sup> is the applicable date for Summer Transportation for this RFP’s purposes.

**Question No. 4: Section 8.1.8 (Page 22):** States “... the within specifications contain projection of the route vehicles **for the 2022-2023 school year startup.**” Again, will there be regular school year transportation required under this contract?

**Answer No. 4:** No. The projection of the route vehicles required for the 2022-2023 school year in the specifications is for Summer Transportation beginning as of July 1 of the 2022-2023 school year.

**Question No. 5: Section 8.2.2 (Page 26):** States Contractor must have sufficient number of drivers to handle any emergency situation and cover all trips, including but not limited to, field and athletic trips.” Will there be field and/or athletic trips required under this contract?

**Answer No. 5:** No. Field Trips/ Athletic Trips are not required under this contract. Section 8.2.2 is hereby deleted and replaced with the following:

*“8.2.2: Drivers. The driver work force shall be maintained at a level large enough to support the daily operational needs, with spare drivers in sufficient numbers to handle any emergency situation and cover all trips.”*

**Question No. 6: Section 8.3.7 (Page 26):** States...contractor shall submit to the district, upon award and no later than **August 15<sup>th</sup> for the regular school year** and June 24<sup>th</sup> for the summer during each extension.” Will there be work of any kind required under this contract beyond July and August?

**Answer No. 6:** No. **This Contract is for Summer Transportation.**

**Question No. 7: Section 1.1 (Page 5):** Please identify the members of the South Huntington District administration who will be scoring proposals as members of the evaluating committee.

**Answer No. 7:** At present, the committee will be comprised of:

Dr. Joseph Centamore, Deputy Superintendent  
Mr. Michael Conway, Assistant to the Assistant Superintendent of Business Operations  
Ms. Sheila Buhse, School Purchasing Agent  
Ms. Meredith Ross, School Bus Driver Coordinator