

ADDENDUM TO BID NO. 1506

GARDEN GROVE UNIFIED SCHOOL DISTRICT Purchasing Department

10331 Stanford Avenue
Garden Grove, CA 92840
(714) 663-6340

Date: December 4, 2015

Project: As Needed Transportation Services Bid No. 1506

From: Connie Cross, Assistant Director of Business Services

Addendum Number: 1

You are hereby notified of the following changes, additions, or deletions to the Documents for the above-titled Project. Take careful note of the addendum so that the proper allowances may be made.

1. Bid Deadline change to Tuesday, January 12, 2016 at 2:00 PM.
2. Change/clarification to Information for Bidders, page 9, number 35: **Questions and Addenda**. – Any and all questions regarding this bid must be submitted in writing to Connie Cross, Assistant Director of Business Services at ccross@ggusd.us before Friday, December 11, 2015 at 10:00 AM. Answers to these questions and any other related addenda will be posted no later than 5:00 PM on Tuesday, December 22, 2015 on the District's website at: http://www.ggusd.us/apps/pages/index.jsp?uREC_ID=230403&type=d&pREC_ID=580072.
3. See attached Questions Asked Verbatim on Pages 2 and 3.

Addendum #1 – Bid No. 1506

Q. Information for Bidders, Page 9, Number 35, Questions and Addenda states – Any and all questions regarding this bid must be submitted in writing to Connie Cross, Assistant Director of Business Services before Friday, December 11, 2015 at 10:00 AM. Answers to these questions and any other related addenda will be posted no later than Thursday, December 3, 2015. Friday, December 11, 2015 at 10:00 AM is also the date and time the bid is due.

Will the district please clarify the dates as they apply to Bid No. 1506?

A. This question has been answered on the previous page.

Q. Information for Bidders, Page 6, Number 29, District's Right to Choose Suitable Transportation – What would cause the district to refuse a driver and/or vehicle?

A. The district would refuse unclean and/or unsafe vehicles as well as drivers appearing unfit or unprofessional (i.e. inappropriate clothing and/or footwear). Please see 1) Information for Bidders, page 5, item 27, AND 2) General Conditions, pages 7 and 8, Articles 18 and 19.

Q. Information for Bidders, Pages 6 and 7, Number 33, Insurance and Worker's Compensation, Commercial General Liability – The district is requesting Product/Completed Operations Coverage, this coverage is not applicable to a transportation contract, will the district waive this requirement?

A. Yes, the district will waive this requirement for this contract.

Q. Information for Bidders, Pages 6 and 7, Number 33, Insurance and Worker's Compensation, Commercial General Liability – The District is requesting \$3,000,000 Sexual Misconduct or Sexual Molestation Medical Expense Limit, coverage in this amount is not generally issued to transportation companies, and can be difficult to obtain. Currently we are able to obtain insurance to \$1,000,000, will the district accept the currently available \$1,000,000 limits?

A. The District's will revise the insurance requirements to reflect \$1 Million per occurrence with a \$2 Million general aggregate.

Q. Please explain question # 28.

A. Question #28 in the section Information Required of Bidder (page 5) states: "Please describe your policy on what is a chargeable vehicle accident".

The district defines a chargeable vehicle accident if the driver is at fault. The district is asking for your company's policy for these types of events (i.e. discipline, reporting, etc.).

Q. The requirement for \$25,000,000 aggregate coverage for general liability is very much higher than the norm of \$5,000,000. A \$3,000,000 sexual misconduct/molestation coverage limit is not available to our knowledge. \$1,000,000 aggregate is the normal maximum for this coverage. Will the district consider changing both these limits?

A. Regarding the coverage limit for sexual misconduct/molestation, the District's will revise the insurance requirements to reflect \$1 million per occurrence with a \$2

million general aggregate. Regarding the aggregate coverage for general liability, the District will revise the requirement to reflect \$5 million.

Q. The bid specs state the contract is non-exclusive to the contractor. Can we assume then there is no penalty to the contractor if it cannot accept a trip for the district on a particular day because all its buses are already booked?

A. The district arranges the majority of its trips approximately 10 days in advance. If the contractor cannot accept a trip for the district on a particular day because all its busses are already booked, the district has the option of arranging for transportation with another vendor.

If the contractor cancels the trip within 10 days of scheduled trip, the contractor can be obligated to pay the difference in rates (General Conditions, page 4, Article 9 (b)).

If contractor continually refuses trips, the district has the option to not offer contract renewals and/or to terminate the contract.

Q. What company(s) currently provides this service and what is the current pricing?

A. The district is currently using more than one company for this service. Because of this, pricing varies.

Q. When does the district intend to award the contract?

A. The district intends to award the contract in January, 2016 with services to begin on or after February 1, 2016.