# El Paso County

**Contracts and Procurement Division**

**15 East Vermijo Avenue**

**Colorado Springs, Colorado 80903**

**Request for Proposal RFP # 25-066**

Addendum #1 – July 7, 2025



**THIS ADDENDUM SHALL BECOME A PART OF THE SOLICITATION**

**AND MUST BE ACKNOWLEDGED**

**Request for Proposal – Transportation Services - dated June 25, 2025**

**CLARIFICATIONS:**

Page 17, section 10, Local Office Shall Be Required, is removed as a requirement of this solicitation. There will be no requirement for a local office.

El Paso County will only accept electronic bid proposals submitted through the Rocky Mountain E-Purchasing system. A Submittal Log will be posted after the County has had an opportunity to review and verify the submittals offered to the County.

The original Offer must be received before the due date and time through an electronic package transmitted through the Rocky Mountain E-Purchasing system. The Vendor is responsible for ensuring its Response is posted in its entirety by the due date and time outlined in the solicitation document. No allowances will be provided to those Vendors whose submittal is not uploaded prior to the due date and time outlined in the solicitation.

If the submittal arrives late and/or is not uploaded in its entirety, it will not be included in the electronic lockbox.

**ADMINISTRATION:**

* The question period has expired
* Responses should follow the Response Format on pages 11-12 and include all responses to all mandatory requirements.
* We will be verifying submittals include the following:
* Submittal properly acknowledged (Cover Sheet)
* Addendum acknowledged
* Required Documentation
* Evaluation Criteria Documentation
* Submission Form

If a submittal is missing any of the above-mentioned documentation the submittal may be returned to the vendor as non-responsive and be deemed ineligible to participate.

**RESPONSE TO QUESTIONS:**

1. Who is the current vendor (or vendors) providing these services?

1A: HopSkipDrive Inc., River North Transit LLC, and WHC COS LLC

1. What rates are currently being paid to the vendor(s)?

2A. 

1. What is the average one-way mileage (home-to-school) under the current contract?

3A. The County does not have this data on record; however, as stated in the RFP there were approximately 14,300 completed unique rides, for around 205,000 miles

1. Does the current vendor have an office and designated personnel physically located within El Paso County? If not, could the County clarify the intent behind adding this requirement to the current solicitation? Establishing and maintaining a physical office and staffing presence in the county represents a significant additional cost to vendors, and removing this requirement may result in a more competitive pricing for the County.

4A. Some current vendors do have some local personnel. The requirement for a local office is removed from this solicitation.

1. Is it a requirement that all vehicles used under this contract be equipped with interior and/or exterior cameras? If so, are there technical specifications or data access requirements vendors should be aware of?

5A. The RFP did not list this as a requirement. Proposers are advised to contact the Colorado Public Utilities Commission regarding licensing requirements for their service and license type.

1. Would the county consider allowing vendors to submit a tiered pricing structure that reflects varying rates based on both the distance of the trip (e.g., one to twenty miles, one way) and the number of students being transported in a single vehicle (from one to five students)? This format would enable more accurate and competitive pricing that scales with mileage and vehicle occupancy. Many other counties, school districts, and charter schools have adopted this approach, as it offers greater flexibility and transparency in evaluating cost-effectiveness across different trip scenarios.

6A. No, the pricing format is stated in the RFP. Additionally, for varying reasons children cannot ride with other children; most children will be travelling as a single passenger, however, there may be some instances where children travel as a sibling group.

1. Can the County clarify if proposers must have an All Awards SAM registration, a Financial Assistance Awards Only SAM registration, or just a UEI?

7A. The proposer must have a current and active All Award SAM.gov Registration that shows in Good Standing.

1. Would the County accept proof of submitted SAM registration?

8A. No, the proposer must have a current and active All Award SAM.gov Registration that shows in Good Standing.

1. Will the County accept signatures performed via docusign on the submission documents?

9A. Electric signatures must have verified time and date on the signature.

1. Can the county please clarify if the cover letter is included in the 20 pages page limit?

10A. The Cover Page is not included in the 20 page limit.

1. Who is your current vendor for "School Transportation for Children and Youth" services? Who is your current vendor for "General Transportation Services"?

11A. HopSkipDrive Inc., River North Transit LLC, and WHC COS LLC

1. What are the rates for the current transportation vendor(s) that are utilized for the transportation services described in the RFP?

12A. 

1. What is the average mileage per one way trip? Do any students requires additional equipment such as a carseat, booster seat, safety vest, wheelchair accessible van or monitor/aid?

13A. The County does not have this data on record. As stated in the RFP, there may be some need for car seats, booster seats, and wheelchair accessible vehicles

1. Please specify the general pickup locations for students. Will transportation providers be expected to use car rider lanes, and if so, how does the district plan to manage extended wait times during afternoon dismissal?

14A. As stated in the RFP, children will be picked up from a residence as well as a school or other location. It is the responsibility of the contractor to coordinate the exact pickup location and waiting protocol with each school; the County does not direct the school districts.

1. Can you provide insight into the anticipated decrease in student transportation volume for the upcoming school year? Is this related to enrollment, program changes, or other factors?

15A. No, as stated in the RFP, future utilization is anticipated to be lower than the 2024-2025 period; no projections for anticipated utilization are available. There are multiple factors affecting this change.

1. Would you be able to provide a breakdown of trips by mode of transportation to include ambulance and wheelchair?

16A. The County is not contracting for ambulance transportation. All trips for the 2024-2025 period were made by car.

1. Will transportation requests include same-day or on-demand trips, or will all rides be pre-scheduled in advance?

17A. Occasionally there may be a same day request, but this is rare. Same day changes can occur as described in the RFP. General practice is to schedule rides in advance, as described in the RFP

1. Are wait times billable under this contract, such as for wait-and-return for appointments?

18A. No, there is no requirement for vehicles to wait while a rider is at an appointment.

1. Does the County require any specific branding, such as logos or decals, to be displayed on vehicles used to perform services under this contract for identification purposes?

19A. Vehicles need to be identifiable to the caregiver, school, and other parties that may be escorting children to vehicles. There are no specific requirements, but they need to be identifiable in a clear manner.

1. Would you be able to disclose the current vendor holding this transportation contract in El Paso County?

20A. HopSkipDrive Inc., River North Transit LLC, and WHC COS LLC

1. Please make a correction and replace "ambulance" with "ambulatory" Would you be able to provide a breakdown of trips by mode of transportation to include ambulance and wheelchair?

21A. The word “ambulance” is not in this RFP. The County is not contracting for ambulance transportation. All trips for the 2024-2025 period were made by car.

1. Who is the current vendor (or vendors) providing services for Part I and Part II?

22A. HopSkipDrive Inc., River North Transit LLC, and WHC COS LLC

1. Are there known service delivery challenges or performance issues that the County is seeking to address with this solicitation?

23A. No

1. Can the County provide historical trips volume data broken down by vendor for the past 12 to 24 months?

24A. No, we do not have this data available

1. For Part I: a. How many students were transported daily/weekly during the 2023–2024 school year? b. What was the average mileage per trip for each vendor?

25A. Exact numbers are not available at this time, but it was likely in the range of 250-300

25B. Approximately 14,300 completed unique rides, for around 205,000 miles combined.

1. For Part II: a. How many trips were completed by each vendor over the past 12 months? b. What is the average monthly usage of this service?

26A. Approximately 14,300 completed unique rides combined

26B.Monthly usage varies; the majority of rides are completed in the school year. As stated in the RFP, in El Paso County, the school year is August through May with natural breaks (winter holiday, spring break, and fall break).

1. Can the County provide the number of canceled or no-show trips?

27A. As stated in the RFP, approximately 2,100 rides were no showed or cancelled

1. What percentage of trips occurred outside El Paso County, and what were the most common out-of-county destinations?

28A. The County does not have this data; trips outside of El Paso County are rare

1. What are the current contract rates per vendor (base fee, per mile, and cancellation tiers) for Part I and Part II?

29A. 

1. Do current vendors charge different rates, or are all vendors paid uniformly?

30A. Current vendors charge different rates

1. Are any additional costs reimbursed, such as tolls, parking fees, or wait time?

31A. We do not intend to do this; however, you may propose any additional costs you wish to have considered under Other Costs on the Fee Schedule

1. Are trips reimbursed per vehicle or per child (e.g., if transporting multiple siblings)?

32A. Per ride (vehicle)

1. Will all awarded vendors be used regularly, or will one vendor be the primary service provider?

33A. Rides will be shared between vendors; vendors will be offered ride opportunities and can accept or decline. First offer will rotate; however, if a vendor notifies the County they are currently unable to take new rides, they will be removed from the rotation until they notify the County they have availability. If a vendor declines a ride request, it will be offered to the next vendor on the list. This will not affect the rotation for the next offered ride. Ride offerings could be suspended if the County is addressing performance issues with the vendor. Additionally, the rotation may not be followed in certain situations, such as if two children are in the same foster home and we get 2 different referrals, then it would make sense to use the same vendor for caregiver ease, or if in the event we require a driver of a specific sex, and the vendor does not someone of that sex available.

1. If multiple vendors are selected, how will trips be distributed (e.g., rotating dispatch, backup tiers, geographic allocation)?

34A. Rides will be offered using a rotation model. First offer will rotate; however, if a vendor notifies the County they are currently unable to take new rides, they will be removed from the rotation until they notify the County they have availability. If a vendor declines a ride request, it will be offered to the next vendor on the list. This will not affect the rotation for the next offered ride. Ride offerings could be suspended if the County is addressing performance issues with the vendor. Additionally, the rotation may not be followed in certain situations, such as if two children are in the same foster home and we get 2 different referrals, then it would make sense to use the same vendor for caregiver ease, or if in the event we require a driver of a specific sex, and the vendor does not someone of that sex available.

1. How and when should proposers submit the required “Live Ride Demo” video for Part I

35A. Page 4, Section I, Subsection N. gives information on the submission of the Live Ride Demonstration. Page 10-11, Section III also gives information on the submission of the Live Ride Demonstration. Please upload the Live Ride Demonstration alongside the other required documents in Bidnet.

1. Is there a checklist of required functionality the County wants to see in the Live Ride Demo?

36A. No, but we need to see that it meets the requirements of Colorado Senate Bill 22-144; “a technology-enabled integrated solution that provides end-to-end visibility using the global positioning system for the transportation network company, the student's legal guardian, and the person that scheduled the ride.”

1. Does the County require the vendor’s technology platform to integrate directly with any County systems?

37A. No, however, the County needs to be able to access web or cloud-based portals if such is available

1. Will caregiver contact information and rider data be provided by DHS, or does the vendor need to obtain it from third parties?

38A. Caregiver contact information and rider data be provided by DHS; however, after the Contractor accepts the service, the Contractor shall contact the caregiver and arrange the pickup and drop off times, confirm the locations, and identify the specific pick up or drop off point at the school.

1. Can vendors propose different rates for wheelchair-accessible vehicles (WAVs) and standard vehicles?

39A. Yes, it would be appropriate to list those items as Other Costs on the Fee Schedule

1. Approximately how many WAV trips were requested over the past 12 months?

40A. None (to this responders knowledge)

1. How many vendors does the County intend to award for Part I and Part II, respectively?

41A. There is no identified number, but we do anticipate this will be multiple awards

1. Regarding SAM.gov eligibility, we are currently in the process of applying and are uncertain how long the registration will take to finalize. Will the District accept proof of application in lieu of an active SAM.gov registration number at the time of submission?

42A. No, the SAM.gov registration must show current and active and in Good Standing.

Signature below indicates that applicant has read all the information provided above and agrees to comply in full. This addendum is considered as a section of the Request for Proposal and therefore, this signed document shall become considered and fully submitted with the original package.

PRINT OR TYPE YOUR INFORMATION

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| Company Name  | Fax |
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| Address:  | City/State/Zip: |
| Contact Person: | Title: |
| Email: | Phone: |
| Authorized Representative’s Signature:  | Date:  |
| Printed Name: | Title:  |
|  |  |
| Email: | Phone:  |