



City of Cambridge

PURCHASING DEPARTMENT

795 Massachusetts Ave. • Cambridge, Massachusetts 02139-3219

Amy L. Witts
Purchasing Agent

To: All bidders
From: City of Cambridge
Date: August 18, 2014
Re: **File No 6536- Transportation Management System for Cambridge Public Schools-Addendum No. 2**

The bid opening has been postponed from Thursday, August 21, 2014 @ 11:00 AM to Thursday, August 28, 2014 @ 11:00 AM.

Please disregard the following sentence referenced in the Invitation for Bid document, listed under:

B. Functional Specifications

5. Monitoring

Disregard, "Ability to remotely access cameras on each bus".

The following notes were documented during the pre-bid conference call on Thursday, August 14, 2014.

Participants

Alan Epstein, Cambridge Public Schools
Tina Fisher, Cambridge Public Schools
Ryan Lunar, Trapeze Software
Peter Jaskot, Zenovia Solutions
Mark McElroy, Education Logistics
Michael Anderson, Tyler Technologies
Patricia Isabella, Tyler Versatrans
Ryan Sharkey, Zonar Systems
Rene Rogers, Tyler Technologies

Start of call: 9:03am

- Q: The IFB says that the vendor should do the price bidding for the cell communication data on the GPS units, even though the district may be able to get better pricing from existing vendors.
A: The district prefers to deal with one Transportation vendor that provides a complete solution for all services, including cell communications.
- Q: Who do you use for your cell provider?
A: Verizon and Sprint currently provide cell services for the district.
- Q: How often do you want GPS updates? 10 sec. or 2 min.? Price will reflect this frequency.
A: GPS updates should occur at least every 20 seconds.
- Q: IFB mentioned barcode readers as well as RFID tag readers. Most don't choose both.
A: RFID readers are required; barcode readers are not required.

Q: The IFB shows a start date of Sept 2015, and implementation and installation done in Fall 2014. Can you clarify?

A: The contract and implementation will begin in the Fall of 2014. Installation and testing will proceed through the Spring of 2015. We will go completely live by Sept 2015.

Q: When will we begin using student tracking portion?

A: We will begin testing in the fall of 2014. All systems need to be fully operational by Summer 2015.

Q: If there is one element that we cannot offer, say the tablets, should we still respond?

A: We didn't call them tablets in the IFB to allow vendors to come up with a flexible solution for driver communication. However, vendors need to respond to each element of the bid or they will be disqualified.

Q: So the solution needs to be able to communicate with the drivers with any changes?

A: Yes, and for the driver to communicate back.

Q: The IFB asks for immediate response when the rider is ineligible when entering the bus, eg: wrong stop, wrong bus, making sure the driver is aware at that moment.

A: Yes. The driver must be alerted when the student is not on the correct bus, or is preparing to get off at the wrong stop.

Q: Is this mandatory, and for the driver?

A: Yes. It needs to alert the driver and the management software.

Q: Is there a preference for the driver alert?

A: It could be as simple as a beep or red flag (light) so the driver can query the student.

Q: In the Real Time Monitoring section, there is a requirement for remotely accessing cameras on the bus. What are you looking for? Won't cameras be provided by the busing vendor?

A: Yes. Camera remote access is not a requirement in this IFB. Requirement "e" in this section is hereby deleted.

Q: The district will not accept a bidder's terms and conditions?

A: This is a Cambridge City policy that the City contract must be used, and no additional vendor terms and conditions can be included in the bid.

Q: Should the onboard technology provide turn-by-turn directions?

A: Turn-by-turn directions are not required.

Q: In HW Requirements, item "c", what does "route lookup" mean?

A: We want the routes to be available on the hardware including a list of stops on that route. This enables a driver to assume a different route and lookup the stops. Directions to each stop are not required.

End of call: 9:22am

The following questions were submitted and answered.

Re: II.B.3.a

Q: What type of data updates will those with limited access be required or have the option to submit?

A: School administrators must be able to submit a destination change for a rider on a particular day.

Re: II.B.3.c

Q: Is it necessary for student information to be displayed to the driver/attendant after card scan, indicating students' proper transportation eligibilities for that specific day?

A: That is acceptable. At a minimum an audible or obviously visual indication is required.

Re: II.B.4.c

Q: Please provide clarification on desired workflow.

A: When the conditions outlined in this section arise, a log entry is created within the Transportation Mgmt System. In addition, alerts can be sent via onboard driver interface, and some configurable combination of email, text msg and/or telephone, to multiple selected users such as drivers, bus monitors, building administrators and transportation supervisors.

Re: II.B.8.c

Q: Should the driver have access to all bus assignments at one time?

A: Yes, the driver should be able to enter the route or last minute route that may be assigned while he/she is out on the road.

Q: Will drivers be allowed to manually select the route to be driven that day, allow for error or improper selection?

A: Yes.

Q: Is it acceptable to have a route automatically assigned to an onboard tablet (driver interface) after the driver has logged onto the bus for a given shift, ie: after the driver card scan or manual login information is entered?

A: Yes.

Q: Does the district provide transportation to any surrounding counties? If so, to which counties the District travel?

A: No.

Q: Does the district have a school or county GIS Department we can work with to review any digital map resources which the county may already have and could be used in this project? If so, please provide contact information.

- A: Yes.
- City of Cambridge
- Information Technology Department
- GIS Division
- 831 Massachusetts Av
- Cambridge MA 02139
- 617-349-4140

Q: How many District personnel will need training on the routing software?

A: 3

Q: Of those users, how many personnel will be full users of the software?

A: 2

Q: Of those users, how many personnel will only be viewing or looking up information?

A: 0

Q: Will the users of the routing software be using Mac's or PC's?

A: Both.

Q: How many District personnel will need training on the web interface to look up student busing information?

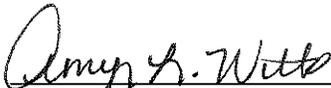
A: 25

- Q: Based on the definition of a route below, how many routes does the district currently run?
- *"A route is defined as one trip that begins with an empty bus picking up a group of school children during a designated timeframe and dropping them off at their assigned destination leaving an empty bus. (ie: One AM route begins at the first bus stop and ends after all the children have been dropped off at their assigned school, leaving the bus empty."*
- A: Currently we have a 3 to 4 tier system. Each bus starts 1st pick up for 1st assigned school, completes that run by dropping all students at school, then starts 2nd assigned run empty, completes 2nd school and proceeds to 3rd run empty and so on.
- Q: How many District Personnel will need training on web interface to look up student busing information?
- A: 25
- Q: The following questions pertain to GPS:
- Q: Can the District provide a fleet list, in an Excel spreadsheet, showing the following: year of chassis, chassis manufacturer, type of bus (A, B, C, D, white fleet), fuel type and the district's fleet number?
- A: Fleet data will not be available until 2015 when the bus provider contract is finalized.
- Q: How many people will need training in the use of the GPS software?
- A: 3
- Q: For the deadline requested in the RFP for implementation, would the vendor be allowed night (between the end of the school day and the start of the next school day) and weekend access to the fleet for GPS installation?
- A: Yes.
- Q: How many locations are there where the buses are parked and/or assigned (home park outs)?
- A: One.
- Q: Which buses are assigned to each location?
- A: All.
- Q: Address of each location?
- A: 14 Chestnut St, Somerville, MA 02145.
- Q: Are all vehicles going to be available during install dates (ie: none scheduled for body work or warranty work off-site, etc)?
- A: We will make every effort to have all buses available but cannot guarantee availability.
- Q: Related to your Student Information Software, does Aspen X2 have the ability to export a flat file in .csv format?
- A: Yes.

- Q: Based on the requirements of your RFP [sic] ,we are including on page 3 our exceptions related to the RFP[sic] for your review, along with our sample agreement.
- A: The City/School will not agree to any exceptions to the City of Cambridge/Cambridge Public Schools Articles of Agreement. A sample of the City of Cambridge/Cambridge Articles of Agreement is included in the Invitation for Bid document. The City/School will not sign a vendor's agreement.

All questions and answers are closed.

All other details remain the same.



AMY L. WITTS
PURCHASING AGENT

ADDENDUM NO. 2