



**November 12, 2025
Addendum #1
FOR IMMEDIATE ATTENTION**

ADDENDUM NO. 1 TO ALL OFFERORS:

Reference – Request for Proposal:	RFP# 012-0-2026/JP – Pupil Transportation Management System
For Delivery To:	Newport News Public Schools
Proposals Due:	December 01, 2025 at 2:00 PM EST

The above is hereby changed to read:

1. **Specific Requirements:** Section A - Transportation Database, number 8, “*Create and maintain daily bus seating charts for contact tracing purposes.*” shall be changed to read “*Create and maintain daily bus seating charts.*”
2. **Responses to Pre-Proposal Questions:** Please see the following.
 - a. Could you provide a date for the notification of award?
It is NNPS’ intent to issue award within 120 days of the RFP closing date. Notice of Award or No Award issuance is tentative and dependent upon the number of proposals received, evaluation, and negotiation timeline.
 - b. Could you provide an asset list?
We are assuming this in regard to buses with equipment. 306 school buses equipped with GPS and tablets from CalAmp.
 - c. How many vehicles does the District anticipate will need the transportation management system?
306hool buses.
 - d. Are there existing vendors that offer similar services currently?
We are currently using Edulog for routing and CalAmp for GPS and tablets.
 - e. What are the specialized equipment referred to in the RFP?
Specialized equipment refers to car seats, safety vests, wheelchairs, etc.
 - f. Is there a planned timeline for finalist demonstrations?
Not at this time.
 - g. What equipment is currently on the vehicles for navigation and tracking?
GPS units and tablets from CalAmp.
 - h. Will a list of meeting attendees be sent out?

This has been posted to eVA along with this addendum.

- i. What model tablets are currently installed on the bus?
Kiron 2, supplied by CalAmp.
- j. Item 8 in RFP states Create and maintain daily bus seating charts for contact tracing purposes – can you explain further?
Disregard the contact tracing. The ability to create seating charts within the system is a requested capability.
- k. How can we get information from Edupoint for import/export?
We currently have a flat file coordinated between transportation and the Synergy team, daily downloads through a flat file.
- l. Who creates the seating chart – is it done automatically?
The assigned driver will create the seating charts if the capability exist.
- m. Can you explain the terms: effective and retire date for the student. [RFP lines 13 and 14]
This refers to moving a person out of the system. Will need the ability to access retired data for reporting purposes.
- n. Is there an existing digital list of current bus stops?
Yes, we have a digital list of bus stops within our current system.
- o. How could we avail ourselves of data from existing system?
This won't be available until we issue an award.
- p. Please advise if submitting electronically, if a separate electronic Redacted Copy is required for submission or just a version with our Proprietary markings?
A separate electronic document containing the proprietary information, or, a separate redacted copy of the proposal submission removing proprietary information, is required.
- q. Will there be a public bid opening? May we attend in person? Or virtually? What information will be provided?
There will be no public bid opening for this solicitation.
- r. Please advise of the anticipated start date/performance date of this contract.
Dependent upon the award date. The school district is also undergoing school and transportation analysis that will be ongoing during this school year.
- s. Please advise of the anticipated award date of this contract.
It is NNPS' intent to issue an award within 120 days of the RFP closing date. Notice of Award or No Award issuance is tentative and dependent upon the number of proposals received, evaluation, and negotiation timeline.
- t. How many vehicles does the District anticipate will need the transportation management system?
302 Type C school buses, 4 Type A buses.

- u. Please provide a breakdown of the District's fleet by vehicle type and quantity per type (e.g. 25 Type A, 100 Type C, etc.).
302 Type C, 4 Type A.
- v. Do all vehicles require the software solution (routing, etc)?
Yes.
- w. Please advise when responses to questions will be issued.
Reference this addendum.
- x. Regarding RFP Page 15, under the Price Section, it states that "Offeror is to provide any additional pricing information and/or alternative pricing structures offered or recommended for the services being requested in this RFP." Could you please confirm whether this means the offeror may submit its own alternative pricing sheet instead of completing "Attachment A: Pricing Proposal Worksheet"? We need to include pricing for software and hardware in addition to the implementation and maintenance costs listed in Attachment A.
Attachment A is required. Additional or alternative pricing shall be a supplement to Attachment A.
- y. Regarding Training Requirements, Could the District please clarify which types of users will require training and approximately how many users of each type? For example: routers, dispatchers, drivers, IT staff, district administrators, district office staff, field trip staff, fleet maintenance personnel, attendants/monitors, etc.
District training requirements:
 - a. **Lead Transportation Analyst - 1**
 - b. **Routing – 2**
 - c. **Dispatchers – 6**
 - d. **Supervisors – 9**
 - e. **Area Keys – 11**
 - f. **Fleet Maintenance – 3**
- z. Please provide an estimated budget range or any pricing restrictions for the routing software and associated services.
NNPS does not release internal budget information.
- aa. Regarding the pricing proposal, shall we provide 10 years cost/pricing? Is the 20% weighting for pricing based solely on 2 years costs? Or is it evaluated on the total cost over the full 10-year term?
The points for pricing are awarded based upon the completed Attachment A.
- bb. Does the district have an anticipated date for finalist presentations for vendors that are selected to move on to that phase? Would they be held in person or virtually?
Not at this time. NNPS' intention is for this to be held in-person at a NNPS location.
- cc. What routing solution is the district currently using?

EduLog.

dd. What is the total number of vehicles in your fleet? Please break down by route busses, spares, special needs vans, shuttles, etc.

302 Type C, 4 Type A.

ee. How many buses currently have the Synovia/CalAmp GPS hardware installed? If not all buses have GPS installed, is there any interest in purchasing additional GPS units?

4 Type A buses, 302 Type C Buses.

ff. What is the expected date for a decision and an award to the selected vendor?

It is NNPS' intent to issue award within 120 days of the RFP closing date. Notice of Award or No Award issuance is tentative and dependent upon the number of proposals received, evaluation, and negotiation timeline.

gg. What is the desired date for taking delivery of the software and starting training?

Dependent upon the award date. The school district is also undergoing school and transportation analysis that will be ongoing during this school year.

hh. What is the desired date for full implementation/go live of the specified software systems, including all district, student, map, route, field trip and other required data?

Dependent upon the award date. The school district is also undergoing school and transportation analysis that will be ongoing during this school year.

ii. How many users will require full access licenses and training for the routing software?

32-35.

jj. Will any contractor personnel need full access licenses and training? If so, how many?

No.

kk. Regarding training, would the district be open to a hybrid training approach of onsite and virtual training?

The district will prefer on-site training for lead administrators and routers. Hybrid approach can be used for other users.

ll. Does the district have any tablets currently installed on district vehicles? If so,

a. What type/model tablets are they and how many vehicles have them?

Kiron 2, supplied by CalAmp, 306 installed vehicles.

b. Is the district interested in upgrading or purchasing new tablets as part of this request? How many vehicles would you plan to equip with tablets?

This will be based on the functionality of the tablets and if they are compatible with our time and attendance software.

- c. Would you be looking for the vendor to install the tablets? Would any old tablets or hardware need to be removed by the vendor as well?
We would install our own.
- d. Would any be installed on 3rd party contractor vehicles? If so, does the district have a contract to allow them to do that?
No.
- mm. Does the district have a preferred cell carrier through a district contract?
T-Mobile.
- nn. Would the district like RFID scanners for students to swipe on and off the bus? If yes, - **We already have RFID scanners.**
 - a. How many vehicles would you plan to equip with RFID scanners?
All vehicles are equipped with ID scanners.
 - b. How many students would be issued cards? Are RFID cards currently used?
Students already have ID cards. We will be keeping our same vendor that provides ID cards, printers and RFID scanners.
- oo. How many total drivers, including substitute drivers, aides, etc. would need access to the in-vehicle tablet for student tracking purposes?
All our buses are equipped with tablets that provide the bus driver/bus assistant the ability to clock in/out (time and attendance) and for student ridership.
We have 324 driver FTE, 103 Assistant, and 14 Area Key Driver FTE positions. These will all need the ability to access on bus tablet.
- pp. As part of this RFP request, is the district interested in:
 - a. Driver navigation software to be used on an in-vehicle tablet?
Yes, as long as it can be set to black-out while driving.
 - b. A parent tracking application with more specific student/tracking information separate from the portal used by the public with more general stop/route information?
Yes.
 - c. Fleet maintenance software? If yes, how many assets would be tracked by the software?
Please make this information available for the district to consider.
- qq. Is it the district's intent that district staff will place the district's existing stops and build the district's existing bus runs in the system during the training process, or does the district expect the vendor will implement everything noted above?
 - a. If it is the district's intent that district staff will place the stops and build the runs, then the below questions can be disregarded.
 - b. If it is the district's intent that the vendor will implement everything noted above, please answer the following questions:

- i. Regarding the route structure for your bus runs, are you picking up K-12 all in one bus run (i.e., single tier)? Do you pick up high school students and drop them off, then pick up middle school students and drop off, and then elementary school (i.e., three tiers)?
We have three-tier system.
- ii. What is the total number of individual runs/trips performed by all general education buses in the morning? (Ex: If 15 vehicles do a High School / Middle School run, then 17 vehicles do an Elementary run, that is 32 AM runs/trips total.)
407.
- iii. How many general education runs/trips in the afternoon?
407.
- iv. Are the afternoon bus runs essentially a 'mirror' of the morning runs? (Same core stop locations? Buses generally run in the same area AM & PM?)
There are some differences based on students.
We run mostly unmirrored morning to afternoon routes.
- v. How many special needs runs operate in the morning? How many in the afternoon?
65 for both
- rr. Does NNPS have a county GIS department we can work with to determine map source?
Yes, we have one at the City-level.
- ss. How many admin level users will require training for the proposed solution?
2-3.
- tt. For the requested onsite training, can one location be used to train all desired admin level users? If not, how many locations will be used?
Yes.
- uu. How many total vehicles are used to transport students daily? Please specify total number of buses and alternative vehicles like vans.
306 Yellow Buses & 10 white fleet activity buses.
- vv. How many of these vehicles are equipped with GPS devices?
All vehicles are equipped with GPS.
- ww. Are all GPS devices provided by CalAmp? What is the make and model of the devices in use?
Yes. Make: CalAmp, Model: LMU4233.
- xx. How many of these vehicles are equipped with a tablet and tablet mount? Please specify the make and model of the tablet and tablet mounts currently in use?

All 306 buses are equipped with tablet and ram mounts. Make: CalAmp, Model: Kiron 2.

yy. What hardware and practices are in use today to capture student ridership? Please provide any vendors supplying student tracking equipment, and describe and NNPS policy for tracking ridership.

CI Solutions is our current vendor and provides the RFID scanners, ID card printers and ID cards. The district requires students to wear their ID cards throughout the day and use them to scan on and off the bus.

zz. If applicable, is NNPS seeking new GPS, tablet and tablet mounting devices? If yes, please specify each, and how many vehicles to be equipped with the hardware.

We would be interested in looking at what a vendor has to offer. We would be looking at 302 Type C buses and 4 Type A buses.

aaa. How many locations are the vehicles stored?

3 locations with one having a maintenance facility.

bbb. For hardware installation, how many locations are the vehicles stored? If multiple, can the fleet be consolidated to one location for install? If not, how many locations would be needed for install?

3 locations. Entire fleet cannot be consolidated at one location, but buses can be shuttled in for installation.

ccc. How many drivers will require training for a proposed, onboard tablet solution?

We will conduct our own training of the fleet.

ddd. For the requested timeline for training, what is the desired start date for implementation, and desired go-live date?

Dependent upon the award date. The school district is also undergoing school and transportation analysis that will be ongoing during this school year.

eee. What is the target award date for this RFP?

It is NNPS' intent to issue an award within 120 days of the RFP closing date. Notice of Award or No Award issuance is tentative and dependent upon the number of proposals received, evaluation, and negotiation timeline.

fff. What active directory platform is in use by NNPS for the requested integration?

Microsoft Active Directory

ggg. How many students does NNPS need student tracking capabilities for?

A little over 19K students.

hhh. Can NNPS provide in CSV file format for the following: pre-approved bus stop addresses, bus stop classifications, boundaries (walk, hazard, district, etc.) school buildings with addresses, bell times, programs, walk to stop limits per school and

grade, employees, vehicles, vehicle features, students, student accommodations?
Please list any other CSV files CCPS can provide to be utilized in implementation.

A list can be provided once a contract is awarded.

- iii. Based on the following definition of a run, how many runs does the district operate?
- a. “A run is defined as when a bus begins empty, picks up students, and then drops them off, leaving the bus empty. A single bus would typically have multiple runs throughout the day.”
 - b. Example:
 - i. In the morning, Bus 100 has 1 high school run, 1 middle school run, and 1 elementary school run.
 - ii. In the afternoon, Bus 100 has 1 high school run, 1 middle school run, and 1 elementary school run.
 - iii. Bus 100 has a total of 6 runs.
 - c. **407**

All other provisions of the RFP shall remain unchanged.

Sincerely,

John Pack Jr.

Senior Procurement Specialist

Newport News Public Schools

john.pack@nn.k12.va.us

(757) 591-4500 ext. 10755

Acknowledgement of Receipt of this Addendum:

Name of Firm

Name and Title

Date