



*City of Bristol*  
BRISTOL, CONNECTICUT 06010

Request for Proposals 2P11-080  
Transportation Software for the Bristol Board of Education  
Addendum 01  
April 8, 2011

The following questions and subsequent responses are incorporated into the specifications for this project.

*Does the district transport students outside of Hartford County? If so, please list additional counties.*

*All transportation for regular education routes are within Hartford County; the district transports students to all Connecticut counties for special education, field trips, and athletic activities.*

*How many vehicles does the Bristol Board of Education currently utilize? Are all of these equipped with Zonar GPS? If not, how many vehicles currently have Zonar installed?*

*The Board of Education utilizes 110 vehicles; all vehicles are equipped with Zonar GPS.*

*In the specifications GPS and SIF Agent are requested as optional. Is Bristol Board of Education looking for pricing for these as well?*

*Yes.*

*The expected date for finalizing the contract is May 20th, 2011. What is the goal date for a full system implementation, including implementation of the district's data in the software for routing? What is the goal date for school staff data access? What is the goal date for parent access?*

*The goal date for all above is July 1, 2011; however, the Board of Education reserves the right to choose when it allows parental access.*

*What is the target date for the Bristol Board of Education to be up and running with their computerized transportation management solution? Does the district have a specific date in which they would want all their routes published?*

*July 1, 2011 including implementation of route data. It is expected that route data is available for publishing by August 1, 2011.*

*What date will school start for the 2011-2012 school year?*

*The first day of school is September 1, 2011.*

**RFP Section I.4 RESOURCES AVAILABLE**

*"The BOE will make available to the awarded firm existing data structures as may be related to the project: The BOE will additionally provide other information in its possession as may be needed by the consultant, if such information is currently and readily available."*

**Please provide a detailed description and examples of the data that the district can provide related to school bus route data, and schedules for buses, drivers and students. In what format can this data be provided? How many district staff members will be dedicated to work on the initial implementation of the district's data in the software?**

*Data will be provided to potential bidders by the Board of Education upon request, following execution of waiver for access to such records.*

*It is expected that four staff will be dedicated to work on the initial implementation.*

**RFP Section I.3.I Training, Implementation, and Support Services**

*“Provide on-site training and implementation services to facilitate successful implementation of the transportation system. It is assumed that training will be performed onsite (i.e. at existing BOE-owned facilities and not at the vendor facilities). Proposals shall include customer satisfaction data and/or testimony from school districts that currently use the product.”*

**The RFP requests a hosted software solution, however, the specification above calls for on-site training. Is online training acceptable rather than on-site?**

**On-site training is available, but the question is, will online training be acceptable for a reasonable portion of the training?**

**Yes.**

**RFP Section I.3.I Training, Implementation, and Support Services**

*“Provide technical assistance and support via phone. Include customer satisfaction data and/or testimony from school districts that currently use the product. Proposals shall provide information on support escalation procedures, in the event that (1) the incident is not responded to within sufficient time or that (2) the incident cannot be remedied in sufficient time. Costs for system software support that requires onsite diagnosis and/or service shall be borne solely by the software provider and not by the BOE.”*

**The RFP requests a hosted software solution, however, the specification above calls for on-site support services that would require on-site diagnosis?**

***The last sentence in the referenced paragraph “Costs for system software support that requires onsite diagnosis and/or service shall be borne solely by the software provider and not by the BOE” is removed from the specifications.***

**RFP Section I.3.I Training, Implementation, and Support Services**

• Provide on-site training and **implementation services** to facilitate successful implementation of the transportation system.

Can you please clarify what is meant/expected regarding **implementation services**?

***Data integration, product orientation, and any other services necessary to implement the product by July 1, 2011.***

**Does the district have a map source they would prefer to use in the transportation program?**

***The City of Bristol has existing GIS data (i.e. shape files, center lines, etc.). A layer does not exist for transportation for the Board of Education. It is expected that a layer will be developed as part of this implementation.***

**How many users will need to be trained on the routing software? What are their roles?**

***Five staff will be trained on the routing software. The Transportation director and two of his staff, a representative from IT staff, and a staff person from the Human Resources department. The Board of Education may be interested in inviting a representative from its private bus operator, for the purposes of allowing view access on the software.***

**Please provide a count of how many personnel from Bristol Board of Education will be utilizing the Field Trip Software?**

***Two staff per school and five central administration staff, for an anticipated total of 35, will utilize the field trip software.***

**a. How many of these personnel will be only requestors-meaning having the ability to only request a field trip?**

***Answer: 35***

**b. How many of these will be super users and have all rights to request, approval and confirm and process a trip?**

***Answer: 5***

-end of Addendum 01-

**RETURN THIS FORM IMMEDIATELY!**

City of Bristol, Connecticut  
Acknowledgment: Receipt of RFP Documents

RFP Number: **2P11-080**

Title: **Transportation Software for the Bristol Board of  
Education  
Addendum 01**

Please take a moment to acknowledge receipt of the attached documents. Your compliance with this request will help us to maintain proper follow-up procedures while ensuring that all recipients have the opportunity to submit proposals.

Date Addendum 01 was issued April 8, 2011

Date Addendum 01 was received \_\_\_\_/\_\_\_\_/\_\_\_\_

Do you plan to submit a proposal? Yes\_\_\_\_ No\_\_\_\_

Print or type the following information:

Company name: \_\_\_\_\_

Address: \_\_\_\_\_

City or Town: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Received by: \_\_\_\_\_

**Note: Faxed acknowledgments are requested!  
FAX (860)584-6171  
A cover sheet is NOT necessary.  
IMPORTANT: DO NOT FAX PROPOSALS.  
PROPOSALS MUST BE SUBMITTED IN SEALED PACKAGES**