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Re: Student Transportation Services RFP

Dear Andrew:

To prepare a more thorough and accurate response, and in accordance with the instructions included with the aforementioned RFP, Tyler Technologies is submitting the following questions:

**General RFP:**

1. Are we allowed to add an additional information section after ‘Timeline and Pricing?’ Respondents may add additional information, but may not exclude any required sections.
2. Are we allowed to include ‘Terms and Conditions’ on a flash drive in addition to the proposal? This will be allowed

**Demographics:**

1. Total number of vehicles in your fleet? Please specify route busses, spares, special needs vans, shuttles, etc. 47
   1. Can you provide a fleet list with VIN numbers, make, model, and fuel types included? This will allow for proper GPS pricing.

Please see attached Vehicle Statistics sheet- (VIN numbers will be provided to the awarded vendor)

1. How many total drivers does the district have? 29

**Training:**

1. How many users will require training with full access to the following modules:

Routing: 3

Field Trips: 3

GPS/AVL: 3

Parent App/Portal: 3

Incident Management: 3

Fleet Management: 4, if at all

1. How many users will require training with limited or read only access to the following modules?

Routing: 0 or 12

Field Trips: 14

GPS/AVL: 0

Parent App/Portal: 0

Incident Management: 0

Fleet Management: 0

1. In addition to professional installation for GPS and Student Tracking devices, we will conduct self-installation training for district staff. How many people will need to be trained? 4
2. Is the district interested in a yearly training and staff development program regarding use of the software? Possibly

**Routing:**

1. What solution is the district currently using? Transfinder
2. How many tiers is the district currently operating under? 2
3. Does the district currently have nightly integration with PowerSchool? No
4. Does the district have interest in sending student routing information back to PowerSchool? Yes

**GPS:**

1. Is GPS hardware currently installed on district vehicles? If so, what type of hardware is installed and who is the vendor? Yes, Bearcom through the radios
2. If GPS hardware is currently installed, will the district require our teams to remove any devices? If so, how many devices? No
3. Are all vehicles located at one location for installation purposes or spread across multiple? Vehicles will be at 2 locations, Scotia-Glenville Bus Garage & Burnt Hills-Ballston Lake Bus Garage
4. Would installation teams have access to vehicles on nights and weekends? No
5. Could a copy of the districts pre/post trip inspection form be provided? Yes, see attached

**Parent Tracking Application:**

1. Does the district request the parent app to be available in multiple languages? Maybe
   1. If so, which languages would be requested? Spanish, or others depending on availability

**Student Tracking Hardware and Software:**

1. How many students will be issued cards? Unsure
2. How many locations would require ability to create new student tracking cards? 1
3. Does the district currently utilize RFID cards with students? No
   1. If yes, what type and how many cards?
4. How would the district handle a student with a forgotten or lost card when loading/unloading the bus? Manual input

**Field Trips:**

1. What solution, if any, is currently used for field trip requests? Field Trip App
2. What reports are needed for payroll and billing purposes? Invoice; no payroll
   1. Can we be provided with copies? Yes
3. Can you describe your trip request process? Who can submit request, what is the approval workflow, etc.?

* Trip information is emailed to the Transportation Supervisor
* That information is used to create an estimate
* Submitter gets approval from appropriate administrators and emails approval to Transportation Supervisor
* Anyone with permission from their building administrators can submit trip requests

**Incident Management Software:**

1. What solution, if any, is currently used for incident management? None

**Fleet Management Software:**

1. What solution, if any, is currently used for fleet management? Burnt Hills-Ballston Lake
2. Are there any systems you require integration with, such as fuel management? No

**Optional Hardware:**

1. Our tablets are portable but would require a mount/power supply to be installed on any vehicle where the tablets would be utilized. On how many vehicles would the district require we install mounts? Approximately 47
2. How many tablets would the district require (consider number of drivers, number of buses, number of spares, etc.)? 35
3. What is the total number of drivers who will be using the onboard tablet for navigation? 29
4. How many others in the district would be required to be training on the tablet? 1

**GIS Services:**

1. For home-to-school transportation, what county(s) are you transporting students? Albany, Schenectady, Saratoga, Rensselaer
2. Do you have a preferred map source? No, just current
3. Does the school/town have a GIS Department we can work with to determine map sources? No

Contact Name:

Contact Number:

Respectfully,

Brett O’Kelly

Account Executive

Tyler Technologies, Inc