

**WELLESLEY PUBLIC SCHOOLS**  
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**TO:** Student Van Transportation Bidders  
**FROM:** Cynthia D. Mahr  
**DATE:** February 5, 2026  
**RE:** 2026-03 Invitation to Bid: Student Van Transportation Addendum #2

This Addendum clarifies and corrects inconsistencies in the bid documents for Student Van Transportation Services, Bid #2026-03. All prospective bidders must acknowledge receipt of this Addendum and include it with their sealed bid submission.

**Item 1: Bid Intent Clarification**

Bidder Question: Section 2.08 clarification of intent of Section 2.08. Does this provision allow the district to discontinue a route with the awarded contractor and reassign it to another provider? If so, would the awarded contractor be given a right of first refusal prior to such reassignment?

WPS Response: Wellesley Public Schools owns and operates specialized transportation vans. If WPS cannot service the route, the contracted service provider services the route. At times when the contracted service provider cannot service the route at the times needed, an outside service provider is sought. Yes, the contracted service provider awarded the bid would be given the right of first refusal.

**Item 2: Bid Clarification**

Bidder Question: Section 4.03: Please provide additional clarification regarding the intent and application of Section 4.03, specifically as it related to bid evaluation when full vehicle identification is not submitted with the bid.

WPS Response: Vehicles must, at a minimum, meet the requirements for a vehicle outlined in the entirety of section 4.00 Equipment. If a VIN is not provided, the evaluation will be based on a vehicle meeting or exceeding these requirements. The submission of VIN data allows the district to assess the contractor's ability to service all the routes in our bid.

**Item 3: Bid Inquiry**

Bidder Question: Section 4.08: In consideration of potential cost efficiencies, would the district consider increasing the maximum allowable age to ten (10) years and 200,000 miles.

WPS Response: No.

**Item 4: Bid Clarification**

Bidder Question: Section 4.11: Please confirm whether all-season tires are acceptable in lieu of dedicated snow tires, provided they meet applicable safety standards.

WPS Response: Yes, the district will accept all-season tires. Please delete “snow tires” and replace with “all-season tires”.

**Item 5: Bid Clarification**

Bidder Question: Section 5.05: Please confirm whether the district is seeking vehicles with a capacity of up to ten (10) passengers.

WPS Response: The district is adding section 5.05A for clarification.

Section 5.05A: 7D Vehicle Required for Fixed-Route Transportation: 7D vehicles are required to be used whenever “fixed-route transportation” is being provided for not more than eight passengers (inclusive of children, driver, and monitor). (Transporting more than eight (8) individuals on a fixed route requires the use of a “School Bus” as described in M.G.L. c.90, Sec. 7B. <https://www.mass.gov/doc/school-pupil-transport-7d-manual/download>

It does not matter if the vehicles are publicly or privately owned and operated. A larger 7D vehicle can be used if the requirements for 7D fixed-route transportation are not exceeded.

**Item 6: Bid Intent Clarification**

Bidder Question: Section 6.04: states that all route changes and updates must be transmitted. Please clarify the expected process and method of transmission for route changes (e.g., email, routing software, written notice).

WPS Response: All route changes and updates are communicated electronically through email with verbal confirmation.

**Item 7: Bid Number Clarification**

Bidder Question: Appendix G: includes the prevailing wage rate table for school bus drivers. Please confirm the applicable prevailing wage rate classification and scale for school van drivers.

WPS Response: Per Appendix G – Prevailing Wage, “Contractors with questions about the wage rates or classifications included on the wage schedule have an affirmative obligation to inquire with Department of Labor Standards at (617) 626-6953.”

**Item 8: Bid Clarification**

Bidder Question: Appendix E – Out-of-District Rates (Years 1-5): Please clarify the daily van and monitor rates to be entered for out-of-district routes for Years 1 through 5. Should these rates reflect only schools currently in use, or should they also include schools utilized in prior years.

WPS Response: The list provided is of commonly used schools. Please complete pricing for all schools listed. Not all schools will be in use each school year.

**Item 9: Bid Clarification**

Bidder Question: Appendix E: For in-town school van and monitor rates, the bid form indicates that pricing is based on four (4) hours per day. Please advise me of the appropriate method for pricing when a van or monitor exceeds four (4) hours in each day.

WPS Response: Historically our routes have averaged four (4) hours or less per day. Payment is based on a rate of four (4) hours/day.

**Item 10: Bid Question**

Bidder Question: Appendix E: We respectfully request that the district consider releasing the current daily rates of the contract(s) presently providing student van transportation services.

WPS Response: Attached are the bid sheets from the previous with the current contracted prices. In addition, a few non-contracted routes are priced at:

Wellesley to Belmont Location (Cost Share with Neighboring Community) \$123.59/day

In-Town Route: \$40/day

Boston Route: \$475/day

Wellesley to Worcester Location (Board-Certified Behavioral Analyst Monitor): \$395/day + \$130/day

**Item 11: Bid Question**

Bidder Question: Please confirm whether a single vendor is providing all services under the current contract, or if multiple vendors are engaged. If multiple vendors are used, please provide the names of those vendors.

WPS Response: JSC Transportation was awarded the Contract. When WPS cannot service a route, and JSC provides right of refusal on a route, we hire outside vendors.

- PN Transportation (2 routes)
- ACCEPT Collaborative (1 route)
- Van Pool (1 route) cost share arranged through another district
- DEE & W (1 route) cost share arranged through another district

**Item 12: Bid Question**

Bidder Question: Please provide the total number of in-district vehicles currently being utilized for the 2025–2026 school year. Can you please provide the current pricing as well?

WPS Response: Currently, there are 8 contracted vehicles being utilized for the 2025-2026 school year. The current pricing is \$214.32 per day, per vehicle.

**Item 13: Bid Question**

Bidder Question: Please advise whether the current fleet consists of seven (7) passenger minivans, ten (10) passenger transit vans, or a combination of both, and provide the count of each vehicle type.

WPS Response: Our contracted service provider uses both minivans and 10-passenger vans; five (5) Transit vans and twenty (20) caravans. This is subject to change based on student needs.

**Item 14: Bid Question**

Bidder Question: Is the current contractor providing coverage for all routes included in this scope of work?

WPS Response: The current contractor is only providing coverage on routes that have a student need. At this time, they are servicing twenty-five (25) locations, in addition to the five (5) routes provided by other vendors due to right of refusal.

**Item 15: Bid Question**

Bidder Question: Is the current contractor fully staffed from a driver and monitor standpoint for all routes currently in service.

WPS Response: As noted earlier, there are currently 5 routes not covered by WPS or the current contractor.

**Item 16: Bid Question**

Bidder Question: Should pricing be listed per route/student listed, even if multiple students are transported together in one vehicle.

WPS Response: Bidders are asked to provide two prices for all out-of-town schools, regardless of the number of students being transported in one van to a particular out-of-town school. One price assumes that the vehicle will be routed to include only Wellesley students on the run. The other price assumes that, whenever possible, routing will be coordinated to include students from other cities and/or towns on the run.

**Item 17: Bid Question**

Bidder Question: If multiple students share a vehicle, should the same vehicle rate be repeated next to each student route, or should a combined rate be submitted elsewhere; or divide the vehicle rate per number of students that will be riding together to come with a rate for each student.

WPS Response: For invoicing purposes, all prices are to be invoiced on a per day basis without regard to school schedule; shared ride pricing would be on a per-day basis. Payment is made based on the daily vehicle rate. A one-way trip will be invoiced as a half round-trip.

## **CONFIRMATION OF RECEIPT (Addendum 2)**

All prospective bidders must confirm receipt of this Addendum in the submission of the IFB response. Confirmation should include:

- Company/Organization Name: \_\_\_\_\_
- Authorized Representative Name and Title: \_\_\_\_\_
- Contact Email and Phone Number: \_\_\_\_\_

All other terms and conditions of the RFP remain unchanged.

***Please ensure that you acknowledge all addenda on your bid form. Failure to acknowledge all addenda could result in rejection of your bid as non-responsive.***