



ADDENDUM

SOLICITATION NO.: P2026-019838CH

ADDENDUM NO.: 1

DATE: 1/16/2026

SOLICITATION NAME: BEAVER BUS SERVICES

DUE DATE AND TIME: 1/26/2026 3:30 PM PST

PROCUREMENT ANALYST: CASSANDRA HURD

The solicitation named above is hereby modified as follows:

1. Request for Proposal, Page 1, Section titled Introduction: reference for "Attachment A" is updated to be changed to "Appendix A"

The following questions were received with regard to the solicitation named above. OSU has provided answers below to each question, but the RFP or contract documents have not been modified as a result.

1. In Section III.2.a (Minimum Qualifications), the RFP states that proposers must have "at least 3 years of experience providing similar services in a similar setting."

Could you please clarify how OSU generally defines "similar services" and "similar setting" for purposes of meeting this requirement, and what types of experience OSU considers acceptable in demonstrating compliance with this qualification?

"Similar services" include any provision of a bus service along fixed routes with designated stops, using vehicles requiring a Commercial Driver License. "Similar settings" would include any campus-like environment served by a mix of transportation modes.

2. Will Oregon State University consider modifying the proposed contract term structure outlined in the RFP, from a one-year base term with ten one-year options, to a longer initial base term of three to five years with optional extension years.

The contract provided in the RFP is a sample contract only. Contract terms will be negotiated with the successful proposer.

3. Can you please verify the total estimated hours of operation. We have calculated 9096 annual service hours by counting the active days according to your academic calendar. We have used the following calculation. Can you please verify that this is correct, or provide the alternate calculation?

Term		Number of Buses	Number of Days	Hours of Operation	Hours by Route	Annual Hours by Route
Fall	Central Route:	2	54	7a-7p	24	1296
	Northeast Route:	1	54	7a-7p	12	648
	LBCC Route:	1	54	7a-7p	12	648
Winter	Central Route:	2	54	7a-7p	24	1296
	Northeast Route:	1	54	7a-7p	12	648
	LBCC Route:	1	54	7a-7p	12	648
Spring	Central Route:	2	54	7a-7p	24	1296
	Northeast Route:	1	54	7a-7p	12	648
	LBCC Route:	1	54	7a-7p	12	648
Summer	Central Route:	1	55	7a-7p	12	660
	Northeast Route:	1	55	7a-7p	12	660
	LBCC Route:	0	55	7a-7p	0	0
				Total Annual Hours		9096

Assuming full-service levels, possible bus rentals, and all observed holidays, the contractor will provide between 9,000 and 11,000 service hours per calendar year.

4. Can you verify the type of fuel used by your fleet? Our records suggest these vehicles should operate on unleaded fuel. Can you verify?

All Beaver Buses in the fleet currently use unleaded fuel.

5. Can you please be more specific regarding how you would like maintenance billed? Are you asking for a cost pass-through model? For example, we would charge you an agreed upon hourly service rate plus consumables and supplies. Or would you prefer a turn-key hourly rate for all services inclusive of operations, maintenance, fuel, insurance, technology, etc.?

For maintenance, OSU is looking for a cost pass-through model.

6. Your description of maintenance seems to indicate that the chosen provider will be responsible for preventative maintenance only. Will you also require that the provider be responsible for mechanical repairs such as engines, tires, transmissions, breaks, etc., or will those repairs be handled separately?

The successful provider chosen will be expected to conduct both routine preventive maintenance and any other necessary repairs.

7. Is an on-site visit prior to bidding an option? If so, we'd like to schedule a visit to exchange intros so we can set eyes on the services as they operate today.

This RFP does not include a pre-proposal conference or site visits, so we will not be scheduling any meetings or introductions prior to proposal submission.

8. Will alternate bids be allowed?

- By keeping our original shop, we would be able to reduce costs and save the district money.

The existence of, or willingness to establish, a physical location within a 15 mile radius of the OSU Corvallis campus is a minimum requirement for proposals to be considered.

- Will you continue to make the current lot available for use?

The existing lot on the OSU Corvallis campus will no longer be available for Beaver Bus fleet storage as part of this contract.

9. Will you accept language changes for contract?

Please see Question 2.

10. Will you consider a 5-year straight contract with 5 extension options to allow costs to be spread out over longer term and enough years to successfully secure a facility lease.

Please refer to Question 2.

11. When will contract be awarded?

We are expecting a contract to be in place before the expiration of our current contract 9/30/2026.

12. Will OSU be providing access to existing apps used to notify riders of shuttle locations, changes to routes or other service impacts as outlined in the Scope of Work #3?

OSU will provide administrative access to the current bus tracking app, which is provided by TransLoc.

13. Please confirm the intended start date for service under the new contract.

Please see Question 11.

14. Would the University consider extending the base contract to five years? Doing so would make it more reasonable for bidders to lease a maintenance facility with lower risk and potentially lower costs, which would be passed back to the University.

Please see Question 2.

15. Would the University consider extending the deadline for submission to allow for more bidders to incorporate answers from the University into their proposal responses?

Currently, OSU does not have a compelling reason to extend the proposal submission deadline.

16. Is the current service represented by a union? If so, can you please indicate the union name and provide a copy of the CBA?

OSU is not involved in the employment relations of the Contractor and its employees beyond what is contractually required to comply with law.

17. Can you please provide the mileage of each vehicle in the fleet?

Bus	Mileage
01	132,892
02	125,036
03	148,580
04	175,712
05	139,933
06	126,909
07	14,083
08	13,634

18. Can you please provide warranty information for vehicles which may still be under warranty?

*Vehicles still covered under warranty: Bus 07 and Bus 08, purchased in 2025.
From the Vehicle Manual:*

ARBOC Specialty Vehicles Warranty

ARBOC, a subsidiary of the NFI Group, provides a separate warranty for the components they manufacture and install (bus body, low-floor system, accessibility features, etc.).

- *Standard Warranty: 36 months or 80,467 km (approximately 50,000 miles), whichever occurs first, covering components like windows, flooring, suspension systems, lights, and electrical systems installed by ARBOC.*
- *Structural Warranty: The basic structural components, such as the exterior sidewalls, floor, roof, and chassis frame sections modified by ARBOC, are typically warranted for 60 months or 160,934 km (approximately 100,000 miles).*

Note: The exact terms can vary based on the specific Arboc model and year of purchase (e.g., a "Spirit of Freedom" model is listed with a standard 3-year/75,000-mile bumper-to-bumper warranty in one source). The specific warranty information for a vehicle is detailed in the owner's manual and warranty booklet provided at the time of purchase.

<https://www.model1.com/wp-content/uploads/2023/11/ARBOC-SOF-Service-Manual.pdf>

19. Does the University have a fleet replacement plan? If so, can you please provide details?

Transportation Services budgets to replace one bus each year.

20. Please confirm if bidders must provide GPS tracking software and rider app, or if it is provided by the University. If provided by the University, please indicate the technology.

Please see Question 12.

21. Will the University be willing to reimburse upfront for any start-up costs related to the service?

OSU will not reimburse the contractor for any start-up costs to operate the service.

22. Can the University provide the 12 months of invoices for the current service?

*Please see the procedures for submitting a Public Records Request at this link.
<https://communications.oregonstate.edu/public-records-request>*

23. Can you please provide the deadhead miles for the service?

OSU does not track this.

24. Can you please provide the deadhead hours for the service?

OSU does not track this.

25. Can you please provide revenue hours for the service?

Please see Question 22.

26. Can you please org chart for the current organization?

Please see Question 16.

27. Can you please provide a seniority list for the current staff?

Please see Question 16.

28. Can you please detail if the current operations are fully staffed?

Please see Question 16.

29. Can you please provide the mileage for each vehicle?

Please see Question 17.

30. Can you provide the address of the current provider's facility?

Please see Question 22.

31. Can you confirm the seating capacity on each vehicle?

18-22 passengers per vehicle.

32. What is the current annual contract value for Beaver Bus Services?

Please see Question 22.

33. Who is the incumbent contractor providing these services?

Please see Question 22.

34. What were the total revenue service hours operated in the most recent fiscal year (FY 2024-25 or FY 2023-24)?

The Beaver Bus is fareless. Please see Question 3.

35. Is there an expected contract start date or anticipated transition period between contractors?

Please see question 11.

36. Will OSU consider alternative pricing structures, such as a monthly fixed fee for overhead costs plus a variable rate for operating hours?

This is not something OSU is willing to consider at this time.

37. For the Maintenance Service Cost hourly rate, is this intended to cover labor only, or should it include a margin for shop supplies and incidentals?

Yes, the rate is intended to cover labor only.

38. Should pricing assume a fixed hourly rate for the entire initial contract term with no escalation mechanism?

Yes.

39. What GPS/AVL system does OSU currently use for electronic route monitoring, and is the contractor expected to continue using this system or propose an alternative?

Please see Question 12. While OSU intends to provide administrative access to the existing bus tracking system, proposals which include an alternative system will also be considered.

40. What Automatic Passenger Counter (APC) hardware is currently installed on the vehicles, and what are the specific expectations for APC data collection and reporting?

Operator will be expected to monitor the APC data to ensure that counters are functioning correctly, and occasionally troubleshoot counters when data is not uploading properly.

41. What is the average annual ridership for each of the three routes (Northeast, LBCC Corvallis, and Central)?

Annual ridership has increased year over year since OSU returned to in-person operations in September 2021. Annual ridership in FY2025 was 224k.

42. Are there any fare collection, validation, or pass-checking requirements for this service?

No, the Beaver Bus is fareless and does not require IDs or passes.

43. What is the typical deadhead time/mileage from the current storage facility to the start of each route?

Please see Question 23.

44. How frequently has OSU exercised the provision to change routes or schedules with less than 24 hours' notice in the past year?

OSU does not typically change schedules without notice. Last minute detours for unexpected road closures are not uncommon, typically due to emergencies, changing construction timelines, etc.

45. Will the University accept a facility further out than the 15 Mile radius but still within 30 minutes of campus?

Please see Question 8.

46. What is the typical annual mileage per vehicle?

~15k miles per vehicle per year.

47. Are vehicle maintenance records available for proposer review prior to the submission deadline?

Please see Question 22.

48. Are there any known major maintenance needs, deferred maintenance items, or recurring issues with the current fleet?

Please see Question 22.

49. How many of the 8 vehicles are required to be operational simultaneously during peak service? Are there designated spare vehicles?

The schedule requires four (4) vehicles to operate simultaneously, and occasionally five (5). Vehicles are not designated as spares, but all vehicles in the fleet should be kept in good operating order to provide coverage when mechanical issues occur.

50. What is the current mileage/odometer reading on each vehicle?

Please see Question 17.

51. For warranty work referenced in Section 2.A.d, which vehicles (if any) remain under OEM warranty coverage?

Please see Question 18.

52. Does OSU have preferred vendors for parts, or is the contractor free to source parts competitively?

The contractor will source parts.

53. Is fuel expected to be procured exclusively by the Vendor, or may University-owned fueling facilities be used if available?

Fuel will be procured by the contractor.

54. Does OSU have any preference for the contractor facility location within the 15-mile radius, or any specific facility requirements beyond those stated in the RFP?

No.

55. Is the current contractor facility available for lease or sublease to the successful proposer?

Please see section III. 2. Minimum Qualifications. It is the Proposers' responsibility to provide the facility, and OSU is not involved in the acquisition of such facility for the Proposers.

56. Would OSU consider a proposer that partners with an existing Corvallis-area maintenance facility rather than operating a dedicated facility?

Yes.

57. How many driver FTEs currently operate the Beaver Bus service?

Please see Question 16.

58. How many maintenance/mechanic FTEs are currently dedicated to this contract?

Please see Question 16.

59. Are current Beaver Bus employees represented by a labor union? If so, are there successor employer or collective bargaining obligations?

Contractor provides the staff to provide the services and are not employees of OSU. OSU is not involved in the employment relations of the Contractor beyond what is contractually required to comply with law.

60. Would OSU support the successful proposer by contacting and interviewing incumbent employees for potential retention?

OSU would not be involved in nor actively support any activities related to contacting or interviewing incumbent employees for potential retention. There may be non-compete or other contractual obligations between the incumbent contractor and their employees; OSU is not a party to those agreements and cannot speak to or enforce them. Any such actions would be solely the responsibility of the proposer and must comply with all applicable laws and contractual obligations.

61. What Commercial Driver License (CDL) class and endorsements are required for drivers (Class B with P endorsement)?

Service provider will need to be able to determine which licenses are required by Oregon Law for transporting passengers.

62. Does the University require periodic re-screening of Vendor employees during the contract term, and if so, at what frequency?

Please see RFP Exhibit A Sample Contract / Terms and Conditions Section 2. B. SECURITY/BACKGROUND CHECKS.

63. Are there additional campus-specific safety, emergency response, or incident reporting protocols not explicitly stated in the RFP?

Please see Question 22.

64. Will OSU conduct site visits or interviews as part of the second stage evaluation?

Yes.

65. Is there a page limit or formatting requirement for the proposal narrative sections?

No, there is no page limit to the proposals.

66. May proposers include additional reference contacts beyond the four required in Exhibit C?

Yes, you can add additional References.

67. Please confirm the number of annual hours billed for the last 3 years of service for each of the categories requested:

- Operating Service Annual Hours
- Maintenance Service Annual Hours
- Additional Service Annual Hours

Please see Question 22.

68. Please confirm the current hourly rate for each of the categories being requested:

- Operating Service Hourly Rate
- Maintenance Service Hourly Rate
- Additional Service Hourly Rate

Please see Question 22.

69. Please confirm if deadhead hours and time required for pre/post inspections are reimbursable (travel time to/from the OSU campus)

No.

70. Based on the information provided, it appears that up to 4 shuttles are in use at any given time however the fleet contains 8 vehicles. Please confirm if all 8 vehicles listed must be maintained to the standards identified in the RFP or if only a specified number of them.

Yes.

71. Please confirm the maximum number of vehicles in use at a given time for both Operating and Additional Service (would all 8 vehicles all be utilized at once, etc.)

The maximum possible number of vehicles in use would be six (6) (five (5) on route plus a special event). However, this has not happened in the last year.

72. Are there plans to procure additional vehicles? If so, please provide any information available (timing, specifications, quantity, etc.) and if these vehicles would be in addition to the existing fleet or replace existing vehicles.

Please see Question 19.

73. Please confirm current annual total miles driven for the service (breaking mileage out per route if possible, to do so).

OSU does not track this currently.

74. Please confirm if a shuttle video safety system (to record/analyze driver behavior and traffic incidents) is desired/required. If provided by OSU, please confirm what system and/or please confirm if Contractor should provide.

No camera systems are required.

75. Please confirm if a passenger counting system is desired/required. If provided by OSU, please confirm what system and/or please confirm if Contractor should provide.

OSU provides Hella APS-R APCs and routers on all buses.

76. Please confirm if connectivity for the technology solution(s) (cellular service) is provided by OSU or is the responsibility of the Contractor.

OSU currently provides this service through TransLoc, which includes the cost of cellular data.

77. Would OSU consider purchasing the fuel directly rather than requiring that the Contractor provide as part of the hourly rate (reduces cost to OSU as taxes can be eliminated or reduced if purchased directly)?

No.

78. Please confirm if OSU would consider establishing a threshold for fuel prices beyond which reimbursement could be provided accordingly (i.e. if average fuel price increases or decreases by more than 20% over the previous year or collective monthly periods, reimbursement to the Contractor or to OSU would be provided).

Please see Question 2.

79. Specifically, what information does OSU require as part of the Detailed Fueling Plan?

Submissions are the responsibility of the proposer. Submissions should include plans to provide continuous service without disruptions for fueling.

80. Does OSU intend to continue using TransLoc and/or would OSU like to be recommended alternative solutions?

Please see Question 12 and Question 39.

81. Does experience using TransLoc help with the competitiveness of a proposal?

Experience with TransLoc is not a selection criteria for the RFP.

82. Does outsourcing items such as maintenance impact the competitiveness of a proposal?

In-house maintenance is not a selection criteria for the RFP.

83. Appendix A is included as the last page of the RFP PDF document – I believe the “Attachment A” referenced in the Introduction section is an error and should read “Appendix A.”

This is addressed and amended in the first section of this addendum.

Entities are not required to return addendums with their offers but are responsible to make themselves aware of, obtain and incorporate into their final offer any information contained in addendums. Failure to do so may make the offer non-responsive and cause it to be rejected.