



Information Item No.1

Date of Information Item No.1 : July 13, 2022

**Arlington Public Schools
Procurement Office**

Invitation to Bid 48FY22

Invitation to Bid Title: Taxicab Transportation Services to Arlington Public Schools Students

Invitation to Bid Number: 48FY22

Invitation to Bid Issue Date: July 01, 2022

Pre-Bid Conference: A Pre-Bid Conference will not be held for this Solicitation

Bid Closing Date/Time: July 21, 2022, No Later Than 11:59 P.M. (EDT)

Bid Opening Date/Time: July 22, 2022, at 10:00 A.M. (EDT)

Procurement Office: Hamed Hameedi, Senior Procurement Specialist

Representative: (703) 228-7643, hamed.hameedi@apsva.us

- The following information is provided to help Bidders submit a Bid in response to ITB No. 48FY22:

Q1. Have any modification been made to ITB No.48FY22?

A1. No

Q2. Do you anticipate extending the Bid Closing Date /Time?

A2. No, Bids must be received in the Platform by no later than 11:59 P.M. (EDT) on Thursday, July 21, 2022 (“Bid Closing”). **Bids received after the Bid Closing shall not be considered.**

Q3. Will you accept Bids to be submitted via email or at the Syphax Education Center by mail, express

mail, in person, or by courier?

A3. No, Bidders must submit mandatory requirements found in the Instruction to Bidders, Section 27.1 of the ITB, into the Platform through the link found on the Current Solicitations webpage under the Procurement Office website. Found under the Due Date column for ITB 48FY22 of the Current Solicitations table is a link for Bidders to submit their Bid. (“Link to submit Bid – ITB 48FY22”). To assist Bidders with their Bid submission, screenshots of the steps required to submit a Bid are provided in ITB.

Q4. What documents must be submitted with the Bids?

A4. The **Class 1 Mandatory Requirements** in Section 27.1 of Instruction to Bidders must be submitted with your Bid. Failure to provide any of them with your Bid will result in the Bid being considered non-responsive and not being considered for Contract award.

Q5. Are the Class 2 Mandatory Requirements required to be submitted with the Bid?

A5. The Class 2 Mandatory Requirements in Section 27.2 of Instructions to Bidders should accompany your Bid, but if omitted the Bidder may be given the opportunity to supplement its Bid in accordance with **Section 27.3 of Instructions to Bidders**.

Q6. Is it Mandatory to fill all Cells in Pricing Schedule?

A6. Yes, There is only one Cell in Pricing Schedule at Appendix 3 that needs to be filled-out. A price must be entered for Item 5 (Cell E9) to be considered for Award. Zero is also an acceptable entry for Item 5.

Q7. Other than your website, where is the ITB posted?

A7. The Invitation to Bid (ITB) is posted on the eVA website. The link to the ITB on the eVA website is as follows: [Taxicab Transportation Services to Arlington Public Schools Students](#)

Q8. Do we provide the prices by completing the Pricing Schedule in the Bid Form?

A8. No. The Pricing Schedule form in the Bid Form is for information purposes only. Bidders must not provide their prices using this form. Prices must be provided using the Excel Spreadsheet Pricing Schedule at Appendix 3, and uploaded into the Platform with the Bid Form.

Q9. If my company does not have any wheelchair accessible cabs, may I still bid on this ITB and be eligible for award?

A9. Yes. If your company name appears in the Table in Section 3.6 of the Scope of Work of this ITB, you may bid, and will be eligible for a contract that would not include the transporting of students that require wheelchair transportation.

Q10. What are the Fleet Requirements of this ITB?

A10. Bidder is to Confirm the availability of the following Fleets Requirements:

- Minimum of fifteen (15) full time drivers dedicated to serve APS assignments on an as-needed basis.
- Minimum of thirty (30) Taxicab dedicated to service APS assignments as needed.

- For Bidders providing handicap service a minimum of five (5) wheelchair accessible Taxicab available to service APS assignments as needed.
- For Taxicab companies providing handicap service a minimum of two (2) Taxicabs having drop down seats.

Issued By:

Hamed Hameedi
Senior Procurement Specialist
Direct Telephone: (703) 228-7643
Email: hamed.hameedi@apsva.us