

Request for Qualifications**School District**

School District:	
School Bus Contractor name (if applicable):	
Contact person, position, contact information:	
Street address:	
City / Town:	
Number of students transported by current school bus fleet:	

Existing Bus Service

What is the maximum number of school buses in service each day (school district operated and/or contracted)?	
How many bus routes do you operate/contract daily?	
What is the distance (miles) of your average route?	
What is the distance (miles) of the shortest daily bus route in your network?	
What is the distance (miles) of the longest daily bus route in your network?	
How long are your buses typically parked between morning and afternoon shifts?	
Do any of your routes include highway travel?	

Are your buses used for any purpose other than student transportation to and from school? If yes, please describe.	
Who operates your buses?	
Who owns and maintains your buses?	
Where are buses typically parked overnight? Are they in a covered facility?	
Are buses stored close to electric power access?	
Does the school district have any existing Level 2 electric vehicle chargers on site that could be used to charge buses? If yes, how many?	
Are there public or private Level 2 electric vehicle chargers nearby that could be used to charge buses? If yes, how many? Location?	
What types of buses do you currently operate? Provide numbers of Type A, Type C, Type D.	
What vehicle manufacturers are included in your fleet? Do you have a preferred manufacturer and local dealer?	
Is your current school bus insurance policy able to cover the short-term use of a demo bus? Please explain.	

Additional Questions

Are you available to receive and deploy a demonstration electric school bus for an approximately 6- to 8-week period at any point during the 2020-2021, 2021-2022, or 2022-2023 academic years? Do you have specific schedule limitations or preferences?

How do you anticipate incorporating a demonstration electric bus into those operations, given COVID-19 pandemic disruptions to school transportation operations?

Has your school district been selected for other electric school bus pilot projects and/or has it received funding for electric school bus purchases? If yes, please explain.

What utility provides electrical service where the demonstration bus would be charged? Is this utility aware of your interest in participating in this demonstration project?

Ability to Support Demonstration

For the electric bus demo program to be successful, it will be critical that School Partners have adequate fleet / transportation staff for bus operation and maintenance to support the short-term deployment of a new technology, incorporate the necessary protocols, and support data collection through the demo period. **The MEEP Team will support School Partners before, during and after the demo period, helping to facilitate the process and providing technical assistance, including staff training to support operations and data collection.**

The MEEP Team will work with School Partners to ensure they will be able to meet the following project requirements:

- Help facilitate the installation of any necessary charging infrastructure (as needed)
- Collect electric billing and usage information to monitor energy costs
- Provide existing fleet data to the MEEP team to establish a baseline for existing conventionally fueled vehicles
- Complete data submission reports (templates to be provided) to the MEEP Team on all agreed-upon data collection and ensure daily drivers' logs are maintained
- Participate in public events to help build awareness about electric school buses among community and regional stakeholders

Commitment and Support

Letters of support from your school district leadership are strongly encouraged to ensure there is buy-in from key stakeholders to participate in the demonstration. Other letters of support that demonstrate depth of community support are also welcome.

Please include a Letter of Commitment, signed by your Superintendent or the Chair of the School Board, or other relevant authority, confirming your commitment to:

- Engage relevant staff;
- Drive the demo bus daily to support school transportation operations;
- Use the demo bus(es) only on routes mutually agreed upon by the MEEP Team and your staff
- Support data collection throughout the demonstration period, including completing and submitting the driver’s log;
- Share information about your experience with others in the state and region;
- Explain your level of interest in potentially adding electric school buses to your fleet permanently

Additional Information

Please share any other information or materials that you would like us to consider as we evaluate your interest in the electric school bus experience project (below or attached). As noted above, **the MEEP Team is available to support you through this proposal process. Please reach out with any questions or to request support.**